

# January 2006 Quarterly Report

City of Eureka



**OFFICE OF THE CITY MANAGER**  
**SPECIAL PROJECTS DIVISION**

***Annual 2005 Report***  
**January 2006**

***Overview***

The Special Projects Division is administered through the City Manager's Office. The division provides project oversight and management analysis in areas of environmental programs including recycling/waste reduction and brown fields cleanup, and provides direct assistance to the City Manager with a variety of special projects and programs. We provide staff support to a number of City Commissions, Committees and Subcommittees. The office administers the City's solid waste disposal contracts, and provides grant management assistance for a variety of City projects including housing and economic development activities.

The following is a brief description of the projects and programs administered by the Special Projects Division during the 2005 calendar year:

**1. BROWNFIELDS CLEANUP PROGRAM**

In October 2005, the City completed a project to cleanup contaminated soils at the former foundry area of the Old Carson Mill Site (adjacent to Halvorsen Park). Soils testing has confirmed that all contaminated soils have been excavated on this 1.8 acre site along the Eureka waterfront. Under the guidance of U.S. Environmental Protection Agency (EPA) and the North Coast Regional Water Quality Control Board, approximately 800 cubic yards of contaminated soil was disposed at appropriate hazardous waste facilities. The Old Carson Mill Site's past industrial foundry operations caused varying levels of soil and groundwater contamination. The City's primary environmental concerns are to prevent potential human exposure to contaminated soil, and to prevent the migration of contaminants into Humboldt Bay. The project will protect human health and promote economic development, and it is a significant component in our continuing efforts to revitalize the Eureka waterfront.

In June 2003, the City was awarded a \$200,000 grant from EPA to assist with this cleanup project. The objective in seeking EPA Brownfields funding was to eliminate these potential health hazards, and to implement long term monitoring programs. A Coastal Development Permit was approved in August 2004 for the cleanup work. The City's Engineering Dept. put together a timely and comprehensive bid package, and the City went out to bid in May 2005. The firm of Mercer Fraser was selected to perform the excavation work. In addition, the firm of SHN Consulting Engineers and Geologists provided technical reporting, soils analysis and logistical expertise on the project.

**2. FISHERMAN'S TERMINAL/BOARDWALK EXTENSION PROJECT**

Construction continues on the Eureka Fisherman's Terminal Project at the foot of C Street in Old Town. The project is expected to be complete by approximately February 2006. The Special Projects Division is administering a number of federal and state grants which are funding construction of the project. The project involves construction of public improvements along the Eureka waterfront including a new 420 foot long dock, and a 16,000 square foot fish buying and unloading area with four jib cranes including a public hoist. The project will have public access and viewing components, and the site will eventually include a public piazza at the foot of C Street. The dock will in effect be an extension of the City's existing boardwalk (completed in 2002). The project is significant to the retention and expansion of Eureka's commercial fishing industry, which in turn is critical to the success of our regional economy.

### 3. REORGANIZATION OF CITY BOARDS, COMMISSIONS AND COMMITTEES

In January 2006, the City Council adopted an ordinance amendment which enacted re-organizational changes to the City's Boards, Commissions and Committees. As part of a larger re-organization effort within our City government, the ordinance will allow the City to function more efficiently, particularly with the fewer resources available today. The adopted ordinance will strengthen the City's Art and Culture Commission by enabling closer association with the Ink People, and will also allow the Ink People to assume duties previously performed by City staff. Further, the ordinance disbands the City's Harbor Commission and Zoo Advisory Board. And lastly, a Permanent Trails seat and a permanent Zoo seat have been created on the City's Open Space Parks and Recreation Commission to allow the City to continue the efforts of the Zoo Advisory Board and the Trails Committee which was previously disbanded by Council in August 2005.

The authority to prepare these re-organizational amendments was approved by the City Council in August 2005 pursuant to recommendations of the City Council's Subcommittee for Restructuring City Boards and Commissions. The Subcommittee consists of Mayor Peter La Vallee and Councilmembers Mary Beth Wolford and Jeff Leonard. A Phase Two re-organizational effort is currently underway by the Subcommittee. This second phase will involve mechanisms to help City government function more effectively through recommendations which will allow the City Council to eventually form Committees with flexibility necessary to address (in a timely manner) the diverse and changing goals within our citizenry.

### 4. OLD TOWN SECURITY

In November 2005, the City Council approved the hiring of private security officers to patrol Old Town Eureka and nearby Redevelopment Areas. The local security firm is Pacific Coast Security. The security firm began providing services in November, and will continue providing security through the end of the current fiscal year (June 30, 2006). The authority to seek security for the Old Town Eureka area was approved by the Eureka City Council in September 2005. The Special Projects Division will continue to monitor the program and work closely with the firm to ensure that their services continue to meet any changing needs. The Council recognizes that Old Town Eureka is one of the City's most vibrant shopping districts, and one which our Redevelopment Agency has invested significant resources to rehabilitate after decades of neglect and blight. It serves as a primary tourist destination, and is a vital component of the City's economic development and redevelopment strategy.

Although the Redevelopment Agency has made significant progress in removing blighting conditions in the area, the remaining vacant and abandoned buildings interspersed with rehabilitated buildings contribute to the overall need for upgraded security as we continue to battle burglary, petty theft, transients and vagrancy, prostitution, graffiti, vandalism, drug use and other criminal activity. The ongoing patrols are also necessary to ensure that the investments made in the area by both the public and private sectors continue to thrive. The ongoing high crime rate has the potential to undo the work the Agency has already accomplished during the time it takes the Agency to complete redevelopment activities in the area. As the area continues to redevelop, the security needs are expected to diminish, but until revitalization is complete there is a need for ongoing patrols to supplement existing police patrols.

#### 5. FIRE PROTECTION STANDARDS OF COVERAGE

The Special Projects Division is assisting the City Fire Department and potentially the Humboldt Fire Protection District #1 in the preparation of a Request for Qualifications (RFQ) for an innovative Standards of Coverage study. Utilizing national guidelines and computer modeling programs, the study will analyze local infrastructure, scrutinizing the city and District as a whole entity, ignoring political boundaries in an effort to increase fire protection and efficiency. The study would generally provide the City/District with draft incident response performance goals, and establish acceptable levels of local fire protection coverage within priority zones from which we may (if needed) adjust the quantity and staffing of our fire stations, and determine where they should be located (or relocated) for the most cost effective and efficient services. The study will address current and future service demands, determine risk assessment, analyze adequacy of fire equipment apparatus, and provide fire response options and strategies.

#### 6. HAZARD MITIGATION PLANNING

The City of Eureka recently joined with all other local cities and several special districts in our County to begin development of a Regional Disaster/Hazard Mitigation Plan. The process will be directed locally by the County, and it is sponsored by State OES and FEMA. Our first meeting was held in December 2005. The process is scheduled to take roughly 15 months to complete. The resulting Disaster/Hazard Mitigation Plan will be a valuable tool in protecting our citizens and critical facilities and infrastructure from disaster (earthquake, flood, fire, terror, etc.). Once the Plan document is approved by FEMA (estimated 2007), the City of Eureka will become eligible for funding opportunities which can help us pay for numerous implementing programs or projects. One of our first tasks in developing the Plan is the gathering together of all our existing plans, reports and inventories as they relate to this effort. These documents have been assembled and will assist us in preparing the city's hazard and vulnerability assessments

#### 7. DISASTER RESPONSE TRAINING

Together with all City Departments, the Special Programs Division participates in a Disaster Response Training program. The office focuses primarily on public information roles. As the winter storms in December 2005 have proven, on-going training is an essential component of the City's ability to respond effectively to any local disaster or incident, and to ensure that roles and responsibilities during an incident are clearly understood and practiced. Additional Public Information Officer training is planned for 2006.

#### 8. 2005 COUNTY GENERAL PLAN UPDATE

In 2005, the City Council approved recommendations to the County for their 2005 General Plan update process, and further recommendations may be forthcoming as a Council Subcommittee may continue to discuss future coordinated public service objectives in the projected growth areas. The approved Council recommendations emphasize and request that the County include policies on traffic circulation, alternate transportation, greenway open space, public safety, affordable housing, parkland, recycling programs and others into their updated General Plan. All Council recommendations to date have been forwarded to County planners and decision makers for consideration of policies which help mitigate or lessen potential significant impacts to the City.

9. MULTIPLE ASSISTANCE CENTER PROJECT (MAC)

In March 2005, construction was completed on the Multiple Assistance Center (MAC), located at 2413 2<sup>nd</sup> Street in Eureka. The Special Projects Division continues to work on State grants related to this project, grants which continue to provide funding and job training for MAC operational components. The Eureka Redevelopment Agency is to be commended for their contributions from the Low and Moderate Income Housing Fund toward this important project. The MAC project provides on-site housing, job training and care of homeless persons and their families, and provides a more efficient and effective distribution of existing homeless services. The MAC will accommodate approximately 75 persons, and is expected to serve over 400 annually

10. PUBLIC SERVICES COORDINATION/ANNEXATION SUBCOMMITTEE

In July 2005, the City Council formed a regional Subcommittee to facilitate discussion of potential annexation policy for inclusion in the new County General Plan. With the planned growth expected to occur in the outlying Eureka area, Subcommittee discussions focused on long range coordinated public service objectives; however, annexation policy issues remain under consideration. The Subcommittee is made up of two members each from the County Board of Supervisors (Neely, Smith), the Humboldt Community Services District (Bongio, Frost), the Humboldt Fire Protection District (Chief Ziemer, Crawford/Moore) and the Eureka City Council (Leonard, Kerrigan). The Subcommittee has held two meetings (July, September 2005) during which they were provided with an overview of the annexation process by LAFCo staff (Local Agency Formation Commission), and have held discussions on the Martin Slough Interceptor project, Standards of Coverage for the City and Humboldt Fire Protection District, and potential City annexation of the Indianola area (to enable extension of public water to correct known public health issues). After two meetings, the group consensus appears to be that we can collectively benefit from our continued efforts to address and coordinate long range public service objectives.

11. ELK RIVER WILDLIFE TRAIL PROJECT

The City is currently seeking a Coastal Development Permit (CDP) to construct the Elk River Wildlife Trail project. The trail will generally run along the bay shoreline through the City's Elk River Wildlife Sanctuary, and is proposed as a hard unpaved surface of ten to fourteen feet wide which would serve a combination of walkers, joggers, mountain bikes and wheelchairs, while also accommodating infrequent maintenance and emergency vehicles. In addition, the project includes trailhead improvements at Truesdale Vista Point and the existing Hilfiker Lane parking area (parking, signage, picnic tables, lighting, landscaping, public art, restrooms), improvements to an existing footpath loop, shoreline armor and rock slope protection (Truesdale), and accommodation for paddlers.

The project had been in suspense since 2004 pending an allocation of funds for technical documents needed to continue with the permit process. In July 2005, the City Council allocated funds to assist with the costs of completing the expected wetland delineation studies, biological and cultural surveys, and shoreline protection engineering studies needed for the process. The project is scheduled to be funded primarily through grants and donations. The trail will require development of engineering and construction specifications, and a complex permit process involving several local, State and Federal agencies. The Special Projects Division is currently working with the City's Community Development Dept. to complete the permitting processes, and is working with local non-profits, including the Trails Trust of Humboldt Bay and Redwood Community Action Agency, to secure capital funding. Trail construction is tentatively scheduled for 2007.

## 12. WATERFRONT TRAIL AND PROMENADE RECOMMENDATIONS

In May 2005, the City Council accepted the Waterfront Trail and Promenade Recommendations. The City contracted with the Redwood Community Action Agency to prepare the document in direct coordination with the Eureka Trails Committee. The Recommendations provide the direction and vision for development of a Waterfront Trail and Promenade in Eureka, and is a strategy which can be followed as development occurs, and one which maps a course consistent with (and supported by) our General Plan. The Eureka Wildlife Trail is a component of this project. Hard copies of the Approved Final Recommendation are currently being prepared, as are computer disk copies for distribution to potential trail funders and other interested parties.

## 13. EUREKA TRAILS COMMITTEE

Due to re-organizational recommendations approved by Council in August 2005 and January 2006, the Trails Committee functions have been combined with the City's Open Space, Parks and Recreation Commission. In approving this change, the Council expressed strong support for continuing the efforts begun by the Trails Committee in moving the city forward toward an expanded and integrated urban trails system. The Council created a permanent Trails seat on the Open Space, Parks and Recreation Commission envisioning that the member appointed to the Trails seat would be a responsible advocate for continued development of city trails systems, and would work with local and regional non-profit organizations (such as the Trails Trust of Humboldt Bay), grant agencies, and trails advocates in our community to further this effort. It is anticipated that the city's efforts to promote and deliver expanded trails systems in Eureka will not be diminished through the elimination of the Trails Committee. Rather the permanent Trails seat will continue these efforts, enhanced and integrated more effectively within the larger recreational scope. The city's municipal ordinance is currently being revised to reflect the new Trails role of the Open Space, Parks and Recreation Commission. This revision will require adoption by Council, and is expected to occur by year's end.

## 14. EUREKA ART AND CULTURE COMMISSION

As part of the City's re-organizational effort, the Eureka Art and Culture Commission will continue to work with the Ink People Center for the Arts to assist the Commission with implementation and administration of its project activities. The Ink People administers programs for the Art and Culture Commission through its established network of grants, donations and programmatic fundraising activities. The Commission recently completed an inventory of the City's existing art collection, and is exploring mechanisms for more effective participation in the local process of review and recommendation for City art and culture projects. Regular meetings of the Art and Culture Commission are held on the third Tuesday of every month at 1:30 p.m. at Eureka City Hall, Room 207. The next three meetings are scheduled for January 17, February 21 and March 21, 2006.

## 15. PARCEL 4/PALCO MARSH

The City has been working closely with the State Coastal Conservancy to implement the conditions of a City Agreement with the Conservancy which allows development of Parcel 4 in Palco Marsh. Parcel 4 provides unique economic development opportunities because of its prime location on the Eureka waterfront, its coastal-dependant industrial zoning, and its proximity to Humboldt Bay's main shipping channel. The City continues to view Parcel 4 as a strategic component of our Waterfront Revitalization and Economic Development programs.

#### 16. HUMBOLDT BAY INTERPRETIVE SIGNAGE

The City continues to partner with the County, the City of Arcata and Redwood Community Action Agency to implement a Humboldt Bay Interpretive Signage Program. The program is nearing completion, and should consist of roughly 17 thematic sign templates on artistic bases and kiosks. The signage program will use a variety of other interpretive tools. In Eureka, the signage is expected to be placed along the waterfront in several locations including the Elk River Wildlife Sanctuary and the Palco Marsh.

#### 17. HUMBOLDT BAY MANAGEMENT PLAN

The Special Projects Division has represented the City on a regional Task Force assisting with preparation of a Humboldt Bay Management Plan under the direction of the Humboldt Bay Harbor, Recreation and Conservation District. In March 2005, the District completed and distributed a draft Plan for public review and scrutiny. In August 2005, the District, as lead agency, released a Notice of Preparation (NOP) of a Draft EIR seeking public comment and involvement. In September 2005, the City (Community Development Dept.) responded to the NOP with comments seeking assurances that the Management Plan will be compatible with the City's Local Coastal Program policies. The purpose of the Management Plan is to serve as a management guide, planning tool, policy strategy and reference document for the District and other resource management agencies and organizations interested in Humboldt Bay. The Plan is intended to guide new projects and to be a long term strategy for resource management around Humboldt Bay.

#### 18. STORMWATER MANAGEMENT

In 2005, the Special Programs Division assisted the Public Works Department with important tasks associated with the City's Stormwater Management Plan update process, including Public Education and Outreach, and Public Involvement and Participation. The immediate tasks involve coordinating with local agencies and schools to establish educational programs and coordinate local education strategy. Additional tasks include coordination of potential water quality monitoring through the local university and community college, and potentially high school and/or grade schools.

#### 19. REGIONAL COMPOSTING FACILITY

The City continues to explore mechanisms for establishing a regional composting facility in the Eureka area. This project is moving forward, and will involve primary coordination between the HWMA, the County of Humboldt and the City of Eureka. The HWMA has contracted with a local firm to perform a site feasibility and location study, and has examined several local sites. If successful, the inclusion of a regional compost facility will greatly increase our ability to divert solid waste from the waste stream, and assist the City in meeting the State's ambitious diversion goals.

#### 20. BACKYARD COMPOSTING BINS

The City has purchased a quantity of backyard compost bins which are for sale to all Eureka residents for \$25.00. The bins may be purchased at the Eureka Recycling Center located at the Humboldt Waste Management Authority's (HWMA) transfer station on West Hawthorne Street in Eureka. The program is conducted in coordination with the County of Humboldt, local tribes and other jurisdictions in the County.

#### 21. RECYCLING TASK FORCE

The City participates on a regional committee of representatives from the County, the HWMA, and each incorporated city in the County. The Committee meets monthly, and works collectively to develop programs and ideas for promoting recycling, reuse and other measures designed to comply with the State's AB 939 requirements. Current projects include construction/demolition recycling guidelines, a telephone book recycling guide, mercury thermometer exchange program, zero waste management policies, update of the County Integrated Waste Management Plan, shopping guides for recycled products, sustainable behavior techniques, and other projects.

#### 22. NEIGHBORHOOD RECYCLING FACILITIES

The City currently maintains two neighborhood drop-off recycling facilities near the Armory on Russell Street near the Sequoia Park Zoo, and at the Municipal Auditorium at 12<sup>th</sup> and E Streets. These locations accept newspaper, plastics, aluminum and glass. There is no fee to drop off recyclables. The drop sites divert a significant amount of recyclable material from our waste stream, and assist the City in meeting our State and local recycling responsibilities.

#### 23. CURBSIDE RECYCLING PROGRAM

Through the City's Franchise Agreement contract with City Garbage Company of Eureka, a curbside recycling program is offered to all City residents and businesses for a nominal charge. The program currently takes glass, plastic, aluminum, tin, newspaper and cardboard. We have approximately 700 households participating in the program. All recycled materials are collected by the City Garbage Company and sorted and distributed at the new Hawthorne Street Recycling Center at the Transfer Station in Eureka. The City is actively seeking ways to increase participation, recycling tonnage and efficiency, and is currently exploring the potential/feasibility of implementing a more efficient two-stream or single stream collection/processing system.

#### 24. PUBLIC RECYCLING EDUCATION PROGRAM

The City continues to administer an annual campaign of advertisements and events promoting our on-going recycling programs for waste oil, telephone books, laser/inkjet cartridges, cardboard, Christmas trees, green waste and food waste (home composting), bulky items (free coupons), and other related events. In addition, the City continues to be a member of the regional Recycling Task Force, partnering with most of the other governmental jurisdictions in the County to promote public awareness, and share the cost of advertising for existing recycling programs and special events.

#### 25. FULLY AUTOMATED GARBAGE COLLECTION

In 2005, the City evaluated its first full year utilizing a fully automated collection system operated by the City Garbage Company of Eureka. The system, implemented in 2004, works to increase efficiency and reduce long-term costs for the City's garbage collection services. As part of the implementation, standardized rolling trash bins were issued to each residential customer. The City Garbage Company purchased an industrial arm attachment for their existing trucks, which then picks up each can from the curb when controlled by a single operator from inside the collection vehicle. The system enables a safer, more cost effective and efficient system of collection in the City.



#### 26. UNIVERSAL GARBAGE COLLECTION

The Special Projects Division is currently exploring the possibility of an ordinance involving universal garbage collection in the City of Eureka. Currently, only about half of the households in Eureka prescribe to curbside garbage collection services in Eureka, and this has resulted in a significant amount of costly and unsightly illegal disposal activity in the city, while also generating numerous health and safety concerns. Any ordinance is envisioned to also include curbside recycling bins for each resident to assist the City in complying with mandatory State recycling requirements.

#### 27. DOWNTOWN/HENDERSON CENTER/ZOO RECYCLING PROJECT

Providing additional opportunities for public recycling is a principal component in our efforts to increase the City's diversion percentage. The City implemented a street side program which placed approximately 30 recycling bins at 25 locations in Old Town, Downtown, Henderson Center and the Sequoia Park and Zoo. The bins allow recycling of glass, plastic and aluminum containers. The new recycling bins are located near existing City garbage cans, and are collected about 3 times per week. The bins were purchased through a State grant provided by the CA Integrated Waste Management Board. The City previously had no sidewalk recycling bins in these areas. Many citizens and tourists (many of whom recycle in their own cities) have expressed support for the new recycling opportunities.

#### 28. CITY SCHOOLS RECYCLING EDUCATION PROGRAM

The City continued its partnership with the Eureka City School District to facilitate a recycling educational program within the district's elementary schools. The program allows trained educators and student mentors to visit schools in the district, and involves school assemblies, take-home literature, on-site recycling days, and service learning activities designed to promote recycling, reuse, and food waste reduction. The program also provides support and information to assist the schools in achieving their own on-going, sustainable recycling program.

The City has contracted with the Recycling Education Team at the Arcata-Eureka Recycling Center to assemble the staffing and provide training necessary to facilitate the school program. The City contributes approximately \$3,000 annually to the program, and the County of Humboldt shares a portion of the costs for necessary materials. This collaborative program is consistent with the objectives in the City's adopted Source Reduction and Recycling Element (SRRE) which encourages cooperation with Eureka City Schools in the implementation of specific educational programs for all elementary grades.

#### 29. ILLEGAL DISPOSAL PICKUP SERVICE

The City has experienced increased levels of illegal disposal of trash and bulky items (large appliances, furniture, etc.) into our gulches, alleys, vacant lands and neighborhoods. The City recently adopted a new program through the City Garbage Company which provides 208 illegal disposal pickups per year, and will work to assist community based beautification efforts to maintain cleanliness in the City.

# ***Community Development Department***

## ***Fourth Quarter Report ~Calendar Year 2005***

The Community Development Department is pleased to announce that Kristen Goetz has been hired to fill the Planner position vacated in October by Tavis Austin.

### **Current Planning/Permitting**

**“C” Street and Market Square improvements:** Staff is processing a coastal development permit for the construction of the “C” Street Plaza and the Market Square improvements. The environmental documentation has already been certified by the City Council.

**“U” Street, Street Vacation:** The applicant is requesting that the City vacate the street right-of-way over “U” Street between 5<sup>th</sup> and 6<sup>th</sup> Streets.

**Bayfront Two:** Staff is working with ESA on the preparation of a Draft EIR for Bayfront Two, a mixed use, four story project at the foot of “F” Street (west side).

**Bucksport Street Vacation:** The applicant is the City, we will be vacating numerous paper streets in the Bucksport area which are no longer needed by the City.

**Buhne Warehouse:** Staff is processing a coastal development permit for the relocation of the Buhne Warehouse to the City’s vacant lot at the northwest corner of 1<sup>st</sup> and “C” Street. In preparation for the relocation, the City has caused to be prepared a Historic Resources Evaluation (HRE) and a Historic American Building Survey (HABS).

**Clark District Combining District:** Staff is preparing a draft ordinance for a potential Clark District Combining District.

**Cluver SDU:** The applicant has applied for a coastal development permit and variance to allow the construction of a secondary dwelling unit off Bay Street adjacent to ESHA.

**Community Care Text Amendment:** Staff is preparing a draft Community Care Facility Ordinance.

**Eureka Fire Training Facility:** Staff is preparing a coastal development permit for the construction of the Fire Training Facility at the end of Hilfiker Lane.

**Fisherman’s Terminal building:** Staff is processing a coastal development permit for the construction of the Fisherman’s Terminal building. The environmental documentation has already been certified by the City Council.

**Gupton Amendment:** Staff will be forwarding the Coastal Commission’s action on the Gupton Amendment to the City Council. The amendment if adopted will increase the permit process from large scale retail development in the industrially zoned areas of the City.

**HCOE Condominiums:** On December 12, 2005, the Planning Commission approved the application by the Humboldt County Office of Education for approval of six condominiums for their 6<sup>th</sup> Street Villa’s development.

**Hidden View Apartments:** Staff will commence preparation of the initial study and MND in the very near future for the coastal development permit for a proposed 75 unit apartment complex at the north end of Tydd Street.

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**Historic Preservation Ordinance:** The City Attorney's comments on the draft Historic Preservation Ordinance have been transmitted to the Historic Preservation Commission.

**Historic Preservation Plan:** Staff is working on a General Plan Amendment and Local Coastal Plan Amendment to add an optional Historic Preservation element to the General Plan.

**Humboldt Senior Resource Center, Alzheimer's Day Center:** Staff is working with the HSRC and the Redevelopment Agency on a conditional use permit for the demolition of the old house on the property and the construction of a new Alzheimer's Day center.

**Inside Track Lot Line Adjustment:** Staff is processing a lot line adjustment between the 'Inside Track' property and the 'Fisherman's Terminal' property. The purpose of the lot line adjustment is to better accommodate the development of the Fisherman's Terminal project; and to facilitate the relocation of the Buhne Warehouse.

**Kneaper Lot Line Adjustment:** The applicant is requesting a lot line adjustment between two properties in order to create more orderly development. The properties are near the intersection of Dolbeer and Chester Streets.

**Lundbar Hills Unit 6:** Staff is processing a Final Map Subdivision for the construction of Unit 6 of Lundbar Hills, which will add about 56 new one-family residential lots.

**Mills Act:** On March 15, 2005, the City Council adopted the City of Eureka Mills Act Historic Property Tax Incentive Program. Staff is working on the procedures for accepting and processing Mills Act applications.

**Myrtle Ave Street Vacation:** Staff is processing a street vacation to vacate those portions of Myrtle Avenue near 5<sup>th</sup> and "R" Streets that will not be needed by the City after Caltrans completes the realignment of Highway 101.

**Pacific Partners:** The project was withdrawn from the public hearings and is being modified by the project proponents. Public hearings were scheduled before the Planning Commission on July 11, 2005 continued to August 8, 2005 and before the City Council on July 19, 2005, continued to August 16, 2005 to consider the conditional use permit and coastal development permit for the construction of a mixed use commercial development at the Vigo Street and Broadway.

**Rainbow Self-storage, Indianola:** Staff is processing a coastal development permit for the phased development of a self-storage facility on the property currently occupied by the vacant triplex theatre at Indianola.

**Rodriguez SDU:** The applicant is requesting a variance to allow the development of a secondary dwelling unit on a substandard lot. The property is located 3563 Oregon Street.

**Seaport Village Mixed-Use Development:** This project has been withdrawn.

**TRC Tank Demolition:** The applicant is requesting a coastal development permit for the demolition of eight steel tanks at 1200 Railroad Avenue.

**Truesdale LCP Amendment:** The Truesdale LCP Amendment for the Fortuna Country Inn has been approved by the City Council and has been transmitted to the state Coastal Commission for their certification.

**Community Development Department  
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**Zabel Multi-Family Residential Development:** The applicant has applied for a coastal development permit for the construction of a multi-family development off Myrtle Avenue adjacent to ESHA.

**Long Range Planning**

**Gulches and Greenways Draft Ordinance:** Draft Gulches and Greenways ordinance has been submitted by Staff to the Planning Commission Subcommittee. Next steps include: A final ordinance that includes Subcommittee input; Environmental review of final ordinance, and; Presentation of final Gulches and Greenways ordinance to City Council.

**Indianola Annexation Issue:** After review of the Cortese-Knox-Hertzberg Reorganization Act of 2000 and the Humboldt County LAFCO Procedures Guide, Staff submitted a report on Indianola annexation options to the City Manager.

**Lundblade General Plan Petition:** Staff received General Plan petition for a parcel at Harris and Harrison Avenues. After receiving requested additional information from the applicant, Staff anticipates presenting a report on the GP petition to City Council during the first quarter of 2006.

**Capital Improvement Program Review for General Plan Consistency:** Staff has completed a "General Plan Conformance Cross-Reference Guide" for the Capital Improvement Program. This guide will be updated annually as new projects added to the CIP.

**Elk River Wildlife Trail:** Coordinating with the Special Projects Manager for the City of Eureka, Staff initiated work to obtain a Coastal Development Permit for the Elk River Wildlife Trail project. Next steps include: sending out project referrals; completion of environmental studies; evaluation of referral comments and environmental studies; completion of CEQA review, and; commencement of trail construction.

**County General Plan Update:** Staff participated in several County-sponsored workshop meetings on different aspects of the County General Plan Update; Staff anticipates attending more such meetings during first quarter of 2006 as well as serving to coordinate/consolidate City comments on upcoming draft General Plan documents.

**Environmental Planning**

**Martin Slough Interceptor:** This project involves the installation of a gravity sewer main system within the Martin Slough drainage basin that will convey wastewater to a new pump station, where it will then be pumped through a force main to the existing sewage treatment plant. The project will result in a wastewater collection and conveyance system that will have significantly fewer incidences of sewage overflows due to the elimination of sixteen lift stations, thus reducing negative impacts to water quality; is more economical to operate; and will meet future capacity requirements for planned land uses within the project area.

The EIR for the Martin Slough Interceptor project has been certified by the City Council, and the NEPA process through EPA has also been completed. Engineering is working on the final design of the project, as well as the acquisition of the necessary easements. Staff will be obtaining the numerous permits required from state, federal and local agencies as final design nears completion. We are also working with the County on the traffic mitigation included in the EIR, as well as on the County's General Plan update and how that relates to the interceptor project.

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**PALCO Marsh: Phase 1A** - We have taken the first steps in the eradication of the common reed in the marsh by burning the reed in mid-March, and applying herbicide to the reed, as well as other invasive exotics, this September. We have completed soil testing to determine if contaminated soil is present where the culvert will be replaced. Permit applications are planned to be submitted early this year. **Bayshore Mall Interpretive Display** – The PALCO Marsh interpretive display required by the Bayshore Mall's pole shed parking lot lease has been completed by the Mall, with assistance from City staff. This exceptional display is installed inside the Bayshore Mall on a wall near Sears. **Clean-up** – We were able to utilize the County SWAP crew for two days in September and two days in October of 2005 to clean up garbage in the area of PALCO Marsh, with the assistance of the City's Property Manager.

**Waterfront Drive Extension:** Staff is in the process of conducting a complex environmental review for the Waterfront Drive Extension project. The project proposes to extend Waterfront Drive from Del Norte to Hilfiker generally along and within existing North Coast Railroad Authority and City of Eureka rights-of-way. We are nearing completion of the technical studies required for the preparation of the EIR. Information on the project is posted on the Community Development Department's web site.

**Waterfront Drive Connection:** Staff is working with Engineering and Caltrans to obtain NEPA clearance for the construction of a section of Waterfront Drive between "G" and "J" Streets.

**Martin Slough Enhancement:** In conjunction with the Engineering Department, staff is assisting RCAA with the implementation of their grant-funded Martin Slough Enhancement Project, with the first step being the completion of the Martin Slough Enhancement Plan. We have participated in the process in this initial stage as a member of the Technical Advisory Committee for the project. The general goals of this project are to reduce flooding, enhance riparian habitat, and improve anadromous fish access and habitat in lower Martin Slough.

**Indian Island Rookery:** In conjunction with the Engineering Department, staff is assisting the Wiyot Tribe in their efforts to enhance the rookery located on our Indian Island property. We are working with the Tribe's consultant who is preparing the environmental documentation for the project which the City will ultimately be considering a permit application for the project.

**Maurer Marsh:** We have successfully completed the acquisition of Maurer Marsh, working with the Engineering Department. We plan to have signs strategically placed stating the prohibition of overnight camping in the area. We are also planning to begin working with appropriate agencies to formulate a vegetation management program for the marsh in order to discourage transient camping.

**Samoa Drag Strip:** Staff is preparing the environmental document for the repair and maintenance project for the Samoa Dragstrip.

**Tuluwat Restoration Project:** Staff is working with the applicant's who are currently preparing an administrative draft EIR for the restoration of the Tuluwat Village on Indian Island.

Staff continues to work with the Engineering and Public Works Departments on an on-going basis to facilitate the implementation of their many projects by assuring CEQA compliance and providing permitting assistance. We also continue to review and comment on environmental documents that are submitted to us for projects that may impact the City.

***Community Development Department  
Fourth Quarter Report, Calendar Year 2005***

***Enforcement***

The primary goal of the Enforcement Program is voluntary compliance; and, most violations are resolved this way. We continue to work with the Community Improvement Team towards compliance of violations for which we cannot achieve voluntary compliance.

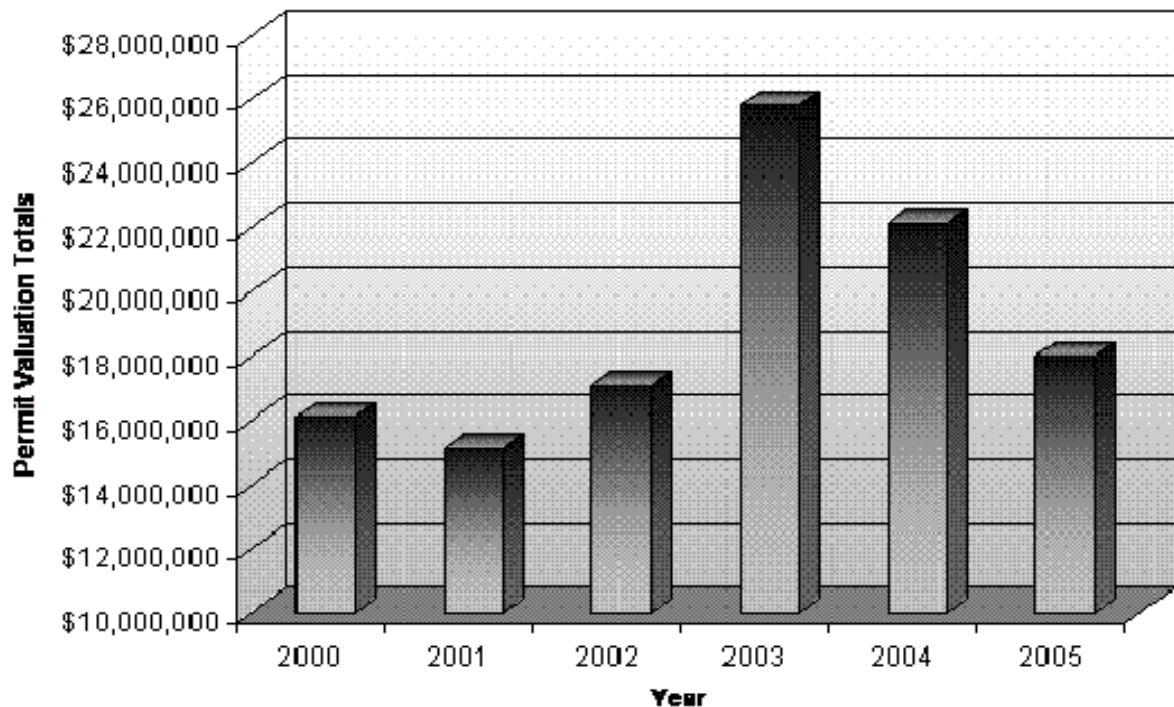
**CITY OF EUREKA  
PUBLIC WORKS/BUILDING DEPARTMENT  
Quarter Report  
OCTOBER TO DECEMBER 2005**

***BUILDING DEPARTMENT***

The 2005 calendar year building valuation total of nearly 18,000,000 is down approximately 30% from calendar year 2004 total of 23,369,352. This years building activity is about average compared with the last six years. There are a number of large projects on the horizon with the potential to move forward in the upcoming years so the future remains promising.

The 4th quarter valuation of \$3,719,168.68 is up slightly from last years 4th quarter total of \$3,436,908. The Building Division issued 232 permits for the quarter. Staff conducted approximately 1,036 inspections, 42 plan reviews, and investigated 25 new code enforcement complaints. During the quarter 20 code enforcement cases were resolved.

**Total Permit Valuation By Year**



<b>Permit Type Totals</b>			
	No. of Permits	Valuation	Fee's
Commercial	0	\$0.00	\$0.00
Demolition	2	\$0.00	\$94.00
Electrical	31	\$8,060.00	\$2,615.49
Improv. Commercial	20	\$488,335.70	\$11,589.76
Improvement Residential	71	\$895,176.30	\$24,229.10
Mechanical	23	\$500.00	\$925.40
Misc.	0	\$0.00	\$0.00
Multi-Family	0	\$0.00	\$0.00
Plumbing	18	\$0.00	\$654.30
Redevelopment	0	\$0.00	\$0.00
Re-roof Commercial	2	\$37,136.64	\$611.10
Re-roof Residential	45	\$328,935.00	\$6,758.90
SFD or Duplex	10	\$1,626,725.04	\$26,686.81
Signs	7	\$35,300.00	\$1,724.73
T.I.	3	\$299,000.00	\$5,502.68

<b>Quarter Summary</b>					
	October	November	December	Quarter Totals	Last Years Totals
Permits ISSUED	100	69	63	232	277
Permits FINALED	84	56	44	184	225
Valuation	\$475,526.03	\$383,054.47	\$159,500.00	\$1,018,080.50	\$3,436,908.00
Inspections Performed	410	342	284	1,036	982
Plan Reviews	25	8	9	42	48

<b>Code Enforcement</b>					
	Oct	Nov	Dec	Totals	Last Year
Complaints OPENED	11	6	8	25	34
Complaints CLOSED	12	2	6	20	29
Investigation Fee's	\$481.20	\$53.10	\$761.20	\$1295.50	\$1,111.15



### Vacant and/or Boarded Buildings

Vacant and/or boarded building monitoring inspections were conducted in late December in conformance with Eureka Municipal Code §150.095. Sixteen (16) buildings/properties were inspected. Three (3) property owners took no positive action to improve their property and a monitoring fee of \$200 has been assessed. One building was demolished and five (5) owners obtained permits for repairs and those properties have been removed from the list. Seven vacant properties have been added to the list this quarter as a result of the inspections.



1105 McCullens  
Monitoring Fee Assessed



91 Commercial Street  
Notice of Inclusion sent



1016 G Street  
Repairs in progress and building  
occupied.  
Case closed



534 W. Hawthorne Street  
Notice of Inclusion Sent



3524 G Street  
Demolition Complete  
Case Closed



30 W. 4<sup>th</sup> Street  
Permit Issued for wall repair



1424 Pine Street  
Notice of Inclusion sent



3015 I Street  
Monitoring fee assessed





1522 Third Street  
Permit Issued  
Work in Progress

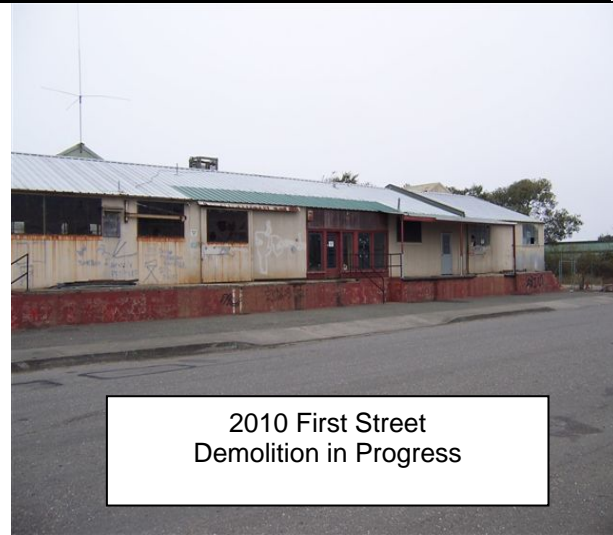


2137 Albee Street  
Permit issued

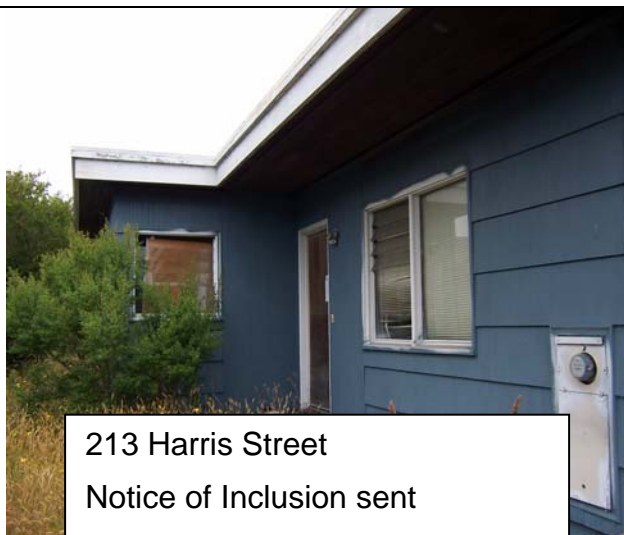


2624 V Street  
Notice of Inclusion Mailed

2615 U Street  
Monitoring Fee Assessed



2010 First Street  
Demolition in Progress



213 Harris Street  
Notice of Inclusion sent



516 Everding Street  
Notice of Inclusion sent



### COMMERCIAL PROJECTS OF INTEREST

Address	Owner	Type	Valuation
2500 Sixth	Humboldt Bank	New Metal Building "Harley Davidson" Showroom	\$1,300,000.00
803 California	Stone, J	4-Plex	\$202,999.20
3954 Jacobs	Johnson Ranches	Expand Retail Area for the "The Farm Store"	\$31,000
1723 Broadway	Heer, S	1346 Sq. Ft Mini Mart	\$62,279.42
2440 Sixth	Humboldt Bank	T.I. for Umpqua Bank	\$175,000
3300 Broadway	Bayshore Mall	T.I. Pier 1 Imports	\$1,200,000
25 4 <sup>th</sup> Street	CUE	T.I. Co-op Store	\$1,549,212.00
416 E Street	Humboldt Partners	Addition to George Peterson Ins Building	\$50,000
2379 23 <sup>rd</sup>	Eureka Medical Complex	Office Remodel	\$85,000
1600 5th	Smith, Brad	T.I. Pro Sports Center	\$180,412
412 G Street	CUE	T.I. Arkley Center of Performing Arts	\$1,000,000
2700 Dolbeer	Goosens, J	T.I. on Existing Modular	\$80,640
4800 Highway 101	Harper, Harvey	T.I. to Showroom	\$80,000

## RESIDENTIAL PROJECTS OF INTEREST

Address	Owner	Type	Valuation
1826 Second	Ellsworth, C	Convert Addition to Secondary Dwelling Unit	\$70,750
3108 Glen	Pierson Investment Co.	New Duplex	\$175,000
3114 Glen	Pierson Investment Co.	New Duplex	\$175,000
1550 Claire Ct.	McKenny	New SFD	\$198,908
1540 6 <sup>th</sup>	Humboldt Office of Ed	New Condominiums	\$170,000
1550 6 <sup>th</sup>	Humboldt Office of Ed	New Condominiums	\$170,000
1560 6 <sup>th</sup>	Humboldt Office of Ed	New Condominiums	\$170,000
717 Everding	Walashek, L	Add an Art Studio	\$40,000
2121 C	Snedeker, S	Second Living Unit	\$86,169.60
2835 Albee	Preciado, J	Addition of 369 Sq Ft	\$22,830.72
811 O	Ogan, C	New Garage 23x23 & Second Story Above for Storage	\$37,405.59
1731 Sunny	Brown, S	Remodel – Add 154 Sq Ft of Footprint	\$32,378.88
2609 U	Bode, R	New SFR (2406 Sq Ft)	\$169,508.64
929 P	Zizza, P	New SFD	\$127,999.81
707 Stewart	Smtiher, D	New SFD	\$90,780.07
3309 Williams	Strombeck, S	New SFR 1344 Sq Ft with 576 Sq Ft Garage	\$101,312.64
4705 Dickson	Pitlock, M	New SFR	\$274,761.44
440 Willow	Nelson, J	New SFR on Same Parcel as 436 Willow	\$123,943.20
3323 Jay Ln, #B	Rose, B	2 <sup>nd</sup> Dwelling Unit	\$50,688.66
3303 Williams	Strombeck, S	New SFR 1344 Sq Ft with 576 Sq Ft Garage	\$101,312.64
4160 Morgan	Belcher, J	New SFR with Attached Garage	\$149,626.16

### **Unreinforced Masonry Buildings**

Of the 55 potential un-reinforced masonry buildings identified in 1990, ten remain on the City's un-reinforced masonry building list and are required to complete a seismic upgrade in conformance with the City's ordinance entitled "Earthquake Hazard Reduction in Existing Buildings."

The Eureka City Council approved a time extension to complete a seismic upgrade for six property owners. Each of the six owners are working with an Engineer to develop plans, specifications and contract documents for a seismic upgrade and have a project schedule developed and approved by Council.

The City of Eureka is scheduling demolition of the building at the Foot of J Street as part of the Waterfront Extension Project. The building at 325 2<sup>nd</sup> Street is vacant and actively offered for sale. A new owner will be required to upgrade the building prior to occupancy. Two property owners who have not responded at this time are being referred to the City Attorney's Office for further action.

Annual progress reports to the Building Official are due in January.

## ***PUBLIC WORKS ADMINISTRATION***

The Public Works Administration Office addressed 303 service requests, and numerous facility rental inquiries and contracts. There were four (4) rentals at Cooper Gulch (This does not include the recreation programs), four (4) Municipal Auditorium rentals and seven (7) park facility rentals. Typically, November and December see a decline in facility uses because of the holidays and cooler weather.

Staff worked diligently to prepare information for the new website that went live in November. Information about the Public Works Department includes data on streets, alleys, wastewater collection, water distribution, parks, recreation, harbor, wastewater/ water treatment and the zoo. A special section was created for the community to submit service requests and/or concerns on-line which are directly routed to the appropriate department to address. The Public Works Department received several on-line requests since the new website went live and hopes the community will take advantage of this service.

The Public Works Administration staff continues to work with each division in obtaining the appropriate insurance documents for various events and projects.

## ***UTILITIES OPERATIONS DIVISION***

### **Laboratory**

- Assisted with revision of the Urban Water Management Plan.
- Revised routine and alternate potable water monitoring plan.
- Submitted corrective action for unacceptable settleable solids proficiency testing sample and repeated sample analysis.
- Reviewed and corrected tables and graph links in Excel spreadsheet for annual NPDES report.
- Completed Biosolids annual report for compliance with CFR part 503.

### **Wastewater Treatment Plant Operations and Maintenance**

- We have received the plant/pump station study that was funded by the state. It was well done and addresses several issues we have been aware of and would like to work toward implementation in the future. Energy savings and plant efficiency were the focal points.
- The Biosolids dewatering demonstration went well. We currently have SHN working out the design/build parameters.
- Biosolids application at parcel M has concluded, we applied 995,000 gal and finished on October 7, 2005
- A new cover has been installed on the 6100 vault. This will allow us access this spring to completely rebuild the valves and vents located inside.

### **Water Treatment Plant Operations and Maintenance**

- Transferred tank level controls from old high tank to new high tank.
- Removal of old high tank completed.
- Rewound #3 pump motor at the Harris & K street boost station.
- Met with Oscar Larsen to review projects at the Water Treatment Plant and Ryan Slough boost station.
- The contract documents for the tree maintenance/removal project around the 20 MG reservoir are in progress.

### **Pretreatment**

#### **(Permitted Industries)**

Eight pretreatment facility inspections and fourteen wastewater samplings were conducted at Eureka businesses. Two new temporary Discharge Permits were issued for contaminated groundwater remediation sites. Regular pretreatment facility inspections are preformed by the City to monitor and ensure compliance of all permitted businesses.

#### **(Non-Permitted Industries)**

The Pretreatment Department also performs inspections of non-permitted industries in order to identify any new industrial dischargers. Fifteen grease interceptors and traps were inspected for fats, oil, and grease (FOG).

## ***STORMWATER DIVISION***

The Federal Storm water Phase II Rule requires operators of small municipal separate storm sewer systems (MS4s) to obtain a National Pollutant Discharge Elimination System (NPDES) storm water permit. This requires the city to develop a Storm Water Management Plan (SWMP), which was submitted to the North Coast Regional Water Quality Control Board for approval in November 2005. The plan will be posted for a period of 60 days for public comment, whereas the Regional Water Board will then either provide comments for inclusion or approve the SWMP. Since city staff had already submitted a draft SWMP and had received comments from the Regional Water Board, staff feels that this plan will be approved and the city will be issued a NPDES general permit.



This SWMP will serve as the City's permit, describing actions that include best management practices (BMPs), measurable goals, and timetables for what are defined as minimum control measures (MCMs). MCMs are storm water program areas that must be addressed by all regulated MS4s. One of the MCM is Public Education and Outreach, which relates to educating people about storm water and its effects on receiving waters.

Public Works staff has been working with a local group made up of other organizations that have an interest in storm water quality to develop and produce informational "Pollution Prevention" posters, these posters are now complete. They will be posted in public areas and made available to organizations, businesses and other interested parties. These posters will target activities that affect storm water quality such as; car washing, pet waste, household chemicals and vehicle lubricants.

### ***STREETS/ALLEY DIVISION***

This quarter contains the transition from dry weather related activities such as; street marking painting, alley and street maintenance to wet weather preparations and storm related activities.

Work crews begin to concentrate on cleaning storm drains and drainage ditches in preparation for storm events. Approximately 150 feet of failed storm drain pipe was replaced to prevent potential flooding and erosion. Storm drain inlets are inspected citywide and are repaired/replace or cleaned if needed. Manholes are inspected for possible obstructions and cleaned if necessary.

During average storm events crews inspect and clean, if necessary, storm drain inlets, respond to reports of potential flooding and other weather related issues. This culminated with two large storms that hit the Eureka area during December. The first storm arrived in the evening of November 30th and produced in excess of 2.5" of rain in approximately 24 hours. This amount of rain produces localized flooding, which can be severe during heavy downpours. This requires work crews to respond to numerous calls of flood concerns and other weather related issues.

This storm event was followed by another storm that produced approximately 2.5" during a 24 hour period. The situation was made worse by the fact that storm generated high tides may have reached 10.5', causing additional flooding in low lying coastal areas. Several streets needed to be closed during these tidal events as not only was storm water not able to drain to the bay, but bay water was pushing back through the storm drain system to the street area.

The last and most damaging storm of this series took place the morning of Saturday, December 31st when the city, along with most of Humboldt County was hit by a wind storm. This storm knocked down dozens of trees within the city and knocked out power for up to 36 hours. This event required staff to work through the New Year's holiday to deal with the damage, requiring street closures, tree removal and other varying reports of damage. Streets/alley crews worked well into the night to clear as much debris as possible, returning the following morning to continue the clean up efforts.





## ***WASTEWATER COLLECTION DIVISION***

Staff in this division also conducted work activities to prepare for winter weather. One task is to assure the 17 city lift stations are at peak performance. This may require rebuilding of pumps, replacing of valves and providing emergency power connections. This is done while flows within the collection system are at the seasonal low.

The collection crew was also very involved during the storm events of December, these storm events cause collection system flows to increase, sometimes dramatically. These high flows require staff to monitor the lift station and react to situations that could result in a sanitary sewer overflow. The collection crew provides supplemental pumping when necessary and connection of emergency power during power outages.

During the wind storm, power was lost at 10 lift stations, necessitating the rotating of power generators to individual lift stations spread throughout the city. Collection crews had been worked round the clock from 4:00 a.m. New Year's Eve to mid-day New Year's Day due to power outage at 10 lift stations. This required a tremendous work effort by collection staff in which there were no sanitary sewer overflows as a result of this effort.

Along with the storm related work efforts, the collection staff also hydraulically cleaned 47,750 feet of mainline, root treated 6,475 feet of lines and televised approximately one mile of mains visually inspecting for potential problems.

Collection staff also finished the installation of a 20,000 gallon backup containment system at the O Street lift station. This allows for additional protection against wet weather system overflow problems.

A new preventative maintenance software system was installed to assist with planning projects and providing a modernized tracking system for maintenance activities. This system will also help the city comply with CMOM, Capacity Management, Operation and Maintenance, a required component of collection systems.

## ***EQUIPMENT OPERATIONS DIVISION***

During the quarter this division completed the purchase of a budgeted item, a portable heavy –duty equipment lift. This device such as; fire engines, street 60,000 pounds. This perform much more pieces of equipment by inspection.



is capable of lifting large pieces of equipment sweepers and other heavy equipment up to equipment will allow city mechanics to thorough inspections of these important lifting them to a height that allows for visual

Staff has been outfitting the 2005 police sedans and they should to ready to put into service in the very near future. These new cars will have an improved flashing light bars that use LED technology, and four corner strobes for better visibility and safety.

In addition, this division has process 256 repair orders during this quarter.

## **PARKS/MAINTENANCE DIVISION**

### **Sequoia Park**

The severe winter storm in the early morning hours of Saturday, December 31, 2005, caused a substantial amount of wind related damage within the Sequoia Park forest. An estimated fifty trees were blown down along the main park road and behind the Zoo. Most of the fallen trees are White Fir or Redwoods and it appears sold to pay for trees in the of the cleanup growth trees fall damage was approximately three acres.



park road and behind the Zoo. Most of the fallen trees are Grand Fir; however, several large second growth also fell. Park staff toured the area with contract loggers that many of the fallen trees can be salvaged logged and the site cleanup. Any unsafe, dead, leaning or broken top wind blown area would also be cut down and sold as part effort. Most of the Redwood forest and all of the old are still intact and undamaged. The total area of the wind

The Sequoia Park Garden continued to produce an attractive floral display well into the fall season. After the flowers faded, all summer annuals were removed and the flower beds tilled and raked. The Dahlias were timed down to short stalks after they went into winter dormancy. To provide some winter color, Primrose and Tulips were planted around the wishing well in the center of the garden.

In late October, park staff used waders and nets to capture twelve geese that had been released by someone in the duck pond last summer. Geese need grasses and grain to feed upon and the pond was not a suitable habitat for such a large number of birds. A concerned citizen with pasture land, fencing and shelters volunteered to accept and care for the geese if the City of Eureka would capture them. The birds were safely captured and found to be in good health when inspected by Zoo personnel. The Geese are now at their new home and are reported to be doing well.

### **Park Facilities**

The December 31, 2005, storm also caused wind damage and blew down trees at several park sites. At Ross Park, a large Leyland Cypress tree was blown down across "N" Street where it broke a phone pole and hit a parked car. Two Shore Pines within the park were also broken apart by the high winds.

At 20-30 Park, two Leyland Cypress trees were blown over into the corner of Summer Street and at Highland Park, two Shore Pines were blown over into the playground.



Staff scammed to clean up winter storm damage at Ross Park and throughout the City.



At Carson Park, a Monterey Cypress tree was leaned over by the wind and lifted up a 10 foot section of sidewalk along H Street.

At Cooper gulch Park, one Eucalyptus tree and eight Red Alder trees were blown down.

At Highland Park, several tennis court posts were repaired and missing nets replaced. All four tennis courts are now open for public use. The Oak trees along Glenn Street were pruned up to improve traffic clearance and the Ivy trimmed back off the sidewalk. The Shore Pines along Highland Street were also pruned and the area cleaned. The wood fence along the park pathway was repaired and new basketball nets installed.

Halvorsen Park and the Sacco Amphitheater were cleaned and prepared as the venue for the annual “Bikes by the Bay” motorcycle celebration and also the Humboldt State Alumni “Paddlefest” at the Bonnie Gool Guest Dock. Paddlefest is becoming an increasingly popular event to educate the public about Humboldt Bay and to encourage water related recreational activity. Several types of personal watercraft were available for use and there were demonstrations of equipment and safe boating practices.

### **Landscape Facilities**

The December 31<sup>st</sup> storm caused some damage to street trees. Three Monterey Cypress trees were blown over in the Waterfront Drive median islands and three Leyland Cypress trees were blown over near the Sacco Amphitheater.

At the Adorni Recreation Center, a large Monterey Cypress along the bay was blown over near the northeast corner of the building. A light pole was smashed, but the Adorni building was undamaged.

A large Monterey Cypress tree was blown over on Wood Street near the High Water Tank and another Cypress blew over on Second Street just east of the Samoa bridge.

The planter beds along Second Street from E to J Street were cleaned out and treated with pre-emergent weed control. The planters at the Old Town Gazebo and Clarke Plaza were also weeded and raked.



In Henderson Center, ten holiday banners were installed along E and F Streets between Harris and Henderson. The Henderson Center Merchants Association provided the banners to help promote business and decorate the area during the holiday season. In Old Town, park staff installed the Main Street holiday wreaths around the Gazebo Plaza and helped install the Christmas lights and decorations.

At Fourth and Q Streets, the large Privet hedge along the south boundary was pruned and the planter bed raked out. Any homeless encampment material under the hedge was removed and disposed of. The annual Street Tree pruning work has started in Old Town and Downtown.

## ***FACILITY MAINTENANCE DIVISION***

The City Hall fire alarm system and evacuation procedure were tested with the cooperation of all city departments. A fire extinguisher training class was conducted for all City Hall employees. New photo cells were installed on all exterior light fixtures and the first floor heat exchangers were cleaned. To compliment the new redwood paneling in Council Chambers, five historic photographs of Eureka sites were framed and installed for public display. A section of the old redwood water main was used to frame a photograph of Sweasy Dam.

At the Sequoia Park Zoo, new waste disposal pumps were installed on the Barnyard sewer line and the water circulation pumps in the Turtle exhibit were repaired. The Barnyard rain gutters were all cleaned of debris and gutter guards installed to reduce future material buildup. Several light fixtures and heating elements were repaired or upgraded in animal exhibits. Cox Cable Television installed a new service for Bill the Chimpanzee.

Traffic signal poles were repaired at five separate locations due to vehicular collisions. Signal controllers had to be reset after winter storm damage to P.G. and E service.

The storm water pump station at Long and M Street gulch was flooded and had to be pumped out, repaired and restarted. A new motor and starter were installed at the Del Norte and Broadway lift station and a new motor installed at the Charles Place Station. New overflow pumps and controls were installed at the O Street lift station which helped the system manage recent winter storm high water flows. The 3<sup>rd</sup> and Y Station alarm was also completed.

On the waterfront, a new power panel was installed at the "J" Street dock and two new bulletin boards were installed on the exterior of the Marina public restrooms. New internet cable lines were installed throughout the Wharfinger Building.

At Sequoia Park, a new irrigation booster pump was installed to increase sprinkler system water pressure.

At the Eureka Police Department, new partitions were installed for the traffic control officers and the evidence lab tile floor was refinished. A new frame was installed for the dispatch office map. The Eureka Fire Department Station 3 washer and dryer were installed and the "J" Street station roof inspected.

## **HARBOR DIVISION**

After 28 years of service to the City of Eureka, Wayne Palmrose retired from his position as Harbor Maintenance Technician on December 31, 2005. Over the years, Wayne had worked as a Purchasing Assistant with central stores, a Street Sweeper Operator and a member of the Harbor staff. His retirement luncheon barbeque was attended by over eighty people who came to say thank you to Wayne and to wish him a happy retirement.

The 38 foot vessel "Dive Cat" was in poor condition after sinking at the marina last summer. Working with the owner, Harbor staff was able to beach the boat on the launch ramp during high tide and dismantle the derelict vessel. The old wooded hull was leaking badly and had been wrapped in plastic to try to keep it afloat. During demolition work, the waste fuel was recycled by Chico Drain Oil and dirty bilge water

processed by the City of Eureka. Absorbent booms and mats were deployed at the launch ramp to protect the bay environment.

A new John Deere Gator utility vehicle was purchased from Fernbridge Tractor for use as a maintenance vehicle on the Boardwalk and at waterfront facilities. The Gator is street legal and includes an enclosed cabin with heater. The vehicle also has a dumping bed and work lights to facilitate maintenance activity.

At the Fields Landing Boat Yard, demolition work was completed on the derelict 34 foot vessel "Gypsy" that was owned by the Harbor District after being abandoned at their facility. This was part of an ongoing cooperative effort by the City of Eureka and the Harbor District to remove vessels from Humboldt Bay that represent a hazard to navigation or the environment due to their decrepit condition.

Landscape and facility maintenance work was performed along the Boardwalk, Samoa Bridge Launch Ramp, Waterfront Drive and Marina Way. The Eureka Public Marina and Wharfinger Building landscaping was maintained on a weekly basis and all planter beds were trimmed and cleaned out.

Marina dock maintenance work included pressure washing all of "K" Dock and the launch ramp dock as well as repairing any bent mooring cleats on "K" Dock. A new security cable was installed on the Dinghy Dock to accommodate more small boats and to better utilize available space on the dock.

The severe wind and wave conditions of the winter storm on December 31, 2005, required an emergency response by Harbor staff to help secure vessels and protect the public. The Marina docks sustained damage to many sections of the wooden rub rails and rubber bumper pads in addition to several broken power pedestals and bent mooring cleats. During the height of the storm, live aboard tenants were evacuated from their boats for safety and no one was allowed on the Marina docks without wearing a life jacket.

## ***RECREATION DIVISION***

### **Youth Programs**

Programs taking center stage during the last quarter of 2005 included Afterschool Recreation, Hoopsters Basketball, Roller Skating and the John Ryan Youth Center.

Afterschool Recreation is enjoying its most popular and successful year ever! We're operating expanded programs at eight school sites and will receive approximately \$190,000 from Eureka City Schools for the 2005-06 school year.

Hoopsters Basketball organization was well underway during the quarter. Leagues for 3-4 and 5-6 grades were formed in December. Sixteen teams will play at the 3-4 grade level and twenty-two teams will play at the 5-6 grade level. Leagues for middle school and high school students will be formed in January. Over 800 children will register for Hoopsters Basketball and we anticipate approximately eighty teams will be formed.

Roller Skating at the Eureka Municipal Auditorium experienced a number of changes during the quarter. Staffing changes included a new skate manager as well as the involvement of our new Recreation Supervisor Donna Wood. A detailed review of our Roller Skate inventory is underway and we'll order new skates this spring.

The John Ryan Youth Center experienced an increase in participation during the quarter, especially in the 5-12 year old age group. The Ryan Center is open weekday afternoons and includes activities for all age groups of children.

Our annual Halloween Carnival was held at the Adorni Center. Attendance seemed to be down from last year. However, a fun time was had by some 600 children. The Carnival received a tremendous amount of support from local business, service organization and the Humboldt State University School of Recreation.

Participation in youth programs exceeded 20,000 for the quarter.

### **Adorni Recreation Center**

Special events at the Adorni Center included our annual Halloween Carnival as well as our Holiday Craft Fair. Building rentals included a function for Congressman Mike Thompson, a Del'Arte reception, a fundraiser for College of the Redwoods, and Area Agency on Aging and Rotary Club of Southwest Eureka Functions.

An October membership drive resulted in nearly fifty new memberships. Recreation programs were popular throughout the quarter. Men's Basketball League, Women's Volleyball League and Hoopsters Basketball were operated from the gymnasium. Aerobics classes and weight room use were popular among Adorni members.

Adorni Center Activities attracted over 7,000 participants during the quarter.

### **Adult Programs**

Women's Volleyball League concluded play in November and Men's Basketball League concluded in December. Ten teams participated in volleyball and twelve teams participated in basketball. Registration for 2006 leagues began during the quarter. Volleyball leagues will begin again in January and Basketball is scheduled to begin in February.

Steve Enes was hired as our Sports Activities Coordinator during the quarter. Steve will be responsible for all Volleyball, Fall Basketball, and Slow Pitch Softball Leagues. In addition, Steve is responsible for Hoopsters Basketball.

Special classes during this quarter included Tai Chi, Yoga, Ballet, Hip-Hop Dance and Christmas for the Birds.

Our Christmas Craft Bazaar was held on December 3 at the Adorni Center. We enjoyed a full slate of vendors and the event was very well attended.

Participation in Adult Programs exceeded 16,000 for the quarter.

### **Revenues**

Recreation Division revenues exceeded \$77,000 during the fourth quarter of 2005.

### **Eureka Wharfinger Building**

The Eureka Wharfinger Building hosted over seventy events during the final quarter of 2005. Approximately 6,000 people attended Wharfinger Building events during the quarter. Noteworthy events included a training seminar for the Office of Homeland Security, a public forum hosted by the Humboldt County Democratic Central Committee, a festival featuring the Literary Work of Humboldt County Authors and a Christian Rock Concert hosted by Bethel Church. In addition, a number of Christmas/Holiday events were held.

Remodeling plans for the Bay Room continued and work will begin during the first quarter of 2006. Long time city employee Brenda Carlson retired and Connie Hicks has accepted a closed promotional job offer. Connie will transfer from the Finance Department and will begin working at the Eureka Public Marina/ Wharfinger Building on February 1.

Wharfinger Building rental revenues exceeded \$22,000 during the final quarter of 2005.

## ***ZOO DIVISION***

The AZA Accreditation process continues as staff addresses the list of concerns brought forth at the hearing in September. Toward that goal, the zoo's education programming was moved from Zoo Foundation oversight to City operations, upon the hiring of a new Zoo Education Coordinator position. Amber Neilson joined us in December and started off by reviewing and analyzing past programming and events. Creation of a new Zoo Master Plan is also a goal for accreditation, and Requests for Qualifications were posted for bids in December.

This fall presented the zoo with several animal management challenges. In October vandals broke into the zoo at night and cut the mesh to Bill the Chimpanzee's exhibit, allowing him to exit the zoo and wander the neighborhood for a brief time. Zoo staff, with the valuable assistance of EPD, was able to coax Bill back home unscathed. New security measures were implemented to deter further vandalism. Consequent media attention spurred a small protest consisting of a handful of people who expressed dissatisfaction over Bill's housing situation. At the time, zoo staff were already involved in discussions with the Chimpanzee Species Survival Plan Committee (a national management group under the AZA) to consider pairing Bill with another older chimpanzee. Staff is compiling information to help determine how best to proceed with giving Bill socialization opportunities, either in a renovated exhibit at Sequoia Park Zoo or at another zoo facility.

In November, one of our elderly Black bears experienced a spinal injury that rendered her unable to walk on her hindquarters. Veterinary diagnosis and treatment have been ongoing in her care while she was

given time to recover off-exhibit. Prognosis is guarded. Our beloved Barnyard dog Sandy also experienced age-related complications this fall, and eventually died in December. He is missed by many.

Finally, the last winter storm of 2005 managed to do considerable damage to the zoo's fences on the west side of the zoo. Luckily, thanks to the quick response of keepers, no staff or animals were injured as several large trees fell into the nyala and guanaco exhibits. Animals were moved to unaffected areas of the zoo to wait repairs, and emergency power was supplied by generators overnight until power was restored the next day.





## **EUREKA – A VICTORIAN SEAPORT**

# **ENGINEERING DEPARTMENT**

## **Activities and Status Report Fourth Quarter 2005**

### **Summary of Activities**

#### **1. Administration**

##### **Office Reconfiguration**

The Department is preparing plans to reconfigure offices and work spaces to consolidate all of its staff and the programs they manage. The remodeling is expected to begin and be completed in the first quarter of 2006.

##### **Department Staffing**

The Department is working on replacing the two management staff members that it has lost to retirement, an engineer who resigned to take a position in Redding and our irreplaceable Administrative Services Assistant. Although these recruitments were anticipated in the current budget, we did not draw many qualified candidates for the two Associate Civil Engineer positions. However, we do not expect too many problems filling the Administrative Services Assistant or Property Manager positions.

## **County General Plan Update**

**We continue to work with County of Humboldt staff as they develop a Transportation Management Plan in response to the traffic impacts associated with unincorporated development adjacent to the City of Eureka.**

### **2. Construction Division**

**With reduced staff in the construction division, the number of construction projects planned for next year will be less than in previous years, and the majority of them will need to be designed and inspected by private consultants.**

### **3. Development Division**

**Some of the Referrals were up for the year and include: Building Permits Reviewed at 331 with expected 250; Community Development Referrals at 424 with 250 expected; and Humboldt County Referrals at 49 with 35 expected. These Referrals have been accomplished with minimum staff doing exceptional efforts.**

**The Five-Year Capital Improvement Program has been completed, published, received the Planning Commissions review and will be going to Council at the February 7, 2006 meeting.**

### **4. GIS Division**

**CDBG Planning and Technical Assistance grant 1 is complete. CDBG grant 2 prepares to start with its primary focus being mapping to support our Stormwater Program. The GIS Division has made available a series of interactive maps on the new City of Eureka website. The GIS Division is also exploring ways to get involved with Engineering Department surveys.**

### **5. Traffic/Signals Division**

**The Traffic/Signals Division has worked closely with the Construction Division on the completion of the 4<sup>th</sup>, 5<sup>th</sup> and “V” Street Project and with Caltrans on the new traffic signal at Fifth and “R” Street. The 5<sup>th</sup> and “R” Street signal became operational in mid-December. As part of these projects new equipment has been installed that will allow the Fire Department to pre-empt the signals and give priority for emergency vehicles. The new system should be operational at these four intersections by mid-February.**

## **6. Property Management**

**Mike Zoppo retired after 5-1/2 years of excellent service as the City's Property Manager on December 30<sup>th</sup>.**

**We renegotiated and executed an amendment to the Golf Course lease agreement with CourseCo for a 5-year term with two, 5-year extensions.**

**We are acquiring an easement from Union Pacific Railroad to extend Waterfront Drive from "K" to "I" Streets. This easement will allow the City to extend Waterfront Drive to service the Boating Instruction Safety Center currently be constructed on the bay at the foot of "J" Street. We are currently awaiting approval from the North Coast Railroad Authority as they also have an easement over the same property.**

# Construction Division

Kurt Gierlich

Angi Sorensen

Sheila Parrott

Carolyn McKenna

## The following projects were completed in the fourth quarter of 2005:

1. **Water Improvements 2005 (\$538,337)**  
This project replaced water mains, valves, and water services on Del Norte Street between Broadway and Railroad Avenue, N Street between Del Norte and Trinity Streets, and 6<sup>th</sup> Street between V Street and the Humboldt Bank Plaza, as well as main line valves at various locations. (Parrott, RAO Construction).
2. **Sewer Improvements 2005 (\$560,330)**  
This project replaced sewer mains, manholes, and laterals on Tomlinson Avenue between McCullens Avenue west of Broadway, on Highland Avenue between Broadway and Fort Avenue, on Madrone Avenue between N and O Streets, on Ocean Avenue between Henderson and Creighton Streets, on Creighton Street between Ocean Avenue and Garland Street, and between Garland, Summit, Creighton, and Carson Streets. (Sorensen, John. N. Petersen)
3. **Third Street Lift Station and Force Main (\$498,000)**  
This project constructed a sewer lift station and force main to replace the sewer siphon across the freeway at this location. The project alleviates existing maintenance concerns with the siphon, and diverts flows away from the Hill Street Pump Station. (Parrott, Winzler and Kelly, Mercer Fraser).
4. **Former Carson Mill Site Foundry Cleanup – Brownfield Grant project (\$267,000)**  
The City received a Brownfield Grant to cleanup the City property northeast of the Samoa Bridge. Project consisted of testing and removal of contaminated soil and debris, and long term soil monitoring. (Gierlich, SHN, Mercer Fraser).
5. **6100 Vault Reconstruction (\$7,400)**  
This project replaced the access hatch on the 6100 vault on the Cross Town Interceptor pressure sewer line on 8<sup>th</sup> Street between I and J Streets, and also allowed inspection of the air release valve assembly and piping. (Sorensen, RAO)

## The following projects are in construction:

1. **Fisherman's Terminal (\$5,350,000)**  
This project includes; a floating dock at C Street, a fisherman's working dock and work area westerly of C Street. The project is expected to be completed winter 2005. Mitigation work (mud flat and salt marsh replacement) is planned for late 2006. (Siemer, Advanced American Diving)

2. **Caltrans 5<sup>th</sup> and R Streets Project**  
The Engineering Department is the City liaison for this Caltrans project to realign 5<sup>th</sup> Street and Myrtle Avenue; install a traffic signal at the intersection of 5<sup>th</sup>, R and Myrtle; provide three lanes of through traffic to V Street; and associated underground utility work. The project is expected to be completed winter 2005. (Siemer, Caltrans, Granite Const.)
3. **Waterfront Drive Connection – Phase 1 (\$995,000)**  
This project extends Waterfront Drive from the Adorni Center to J Street for the State of California Boating Instructional Safety Center, with temporary pavement constructed to I Street. (Gierlich, Guy Hooper, Mercer-Fraser).

**The following projects are in design:**

1. **Ryan Slough Pump Station Upgrade – Phase 1 (\$50,000)**  
This project will replace the motor control panels at the Ryan Slough Water Pump Station, and will perform a hydraulic analysis to determine pump replacement parameters. (Gierlich, OLA)
2. **Water Reservoir Maintenance Project (\$400,000)**  
This project will drain the reservoir to inspect the liner and to replace several valves. A security fence and security lighting will also be constructed, as well as replacement of the pumps. Construction is scheduled for fall, 2006. (Gierlich, OLA)
3. **Golf Course Lift Station Upgrade (\$200,000)**  
This project will convert the Golf Course Lift Station from a dry well air-pot station to a wet well submersible-pump station with increased capacity. Construction is scheduled for summer, 2006 (Gierlich, Winzler & Kelly)
4. **Golf Course Sewer Main Replacement (\$200,000)**  
This project will replace approximately 1,500 LF of 8" sewer line in the golf course with a larger pipe. The is required to handle increased wastewater flows anticipated to be realized with the Leslie Rd.-Campton Rd. sewer connection project, which the City is currently coordinating with HCSD. (Gierlich, Winzler & Kelly)
5. **Anode Bed Replacement and Repair of Cathodic System Discontinuities (\$40,000)**  
This is a continuing maintenance project on the cathodic protection system on the Cross Town Interceptor Sewer. Construction is anticipated for fall, 2005. (Sorensen)
6. **Central Water Storage Facility Communications Building (\$240,000)**  
A new communications building will be constructed at the site of the previous High Tank reservoir that was removed last summer. (Parrott, EFD)

7. **Street Overlay 2005 (\$650,000)**  
Construction of the 2005 pavement overlay project will include Third Street. Inclusion of other locations will depend on available funding. (Parrott, Moody)
8. **“C” Street Market Square (\$1,500,000)**  
This project will improve “C” Street from First Street to the Boardwalk, including a public area. Project construction is anticipated for summer 2006. (Siemer, SHN Engineers and Geologists)
9. **Sewer 2006 (\$500,000)**  
This annual maintenance project will replace sewer lines and facilities at various locations. (Sorensen, Gierlich)
10. **Waterfront Drive Connection – Phase II (\$1,700,000)**  
This project will complete the northern portion of Waterfront Drive between “G” and “J” Streets. This project will provide the final link to a continuous multimodal transportation corridor along 2.4 miles of the City’s Humboldt Bay waterfront from “T” Street in the northeast to Del Norte Street at the southwest. (Siemer, SHN Engineers and Geologists)
11. **Biosolids Dewatering Facility – (unknown cost at this time)**  
This project consists of the design and construction of a biosolids dewatering and storage facility at the Elk River Wastewater Treatment Plant. (Gierlich, Yerby, SHN, Brown and Caldwell).
12. **Proposition 13 Water Infrastructure Feasibility Study – (\$100,000)**  
The City was awarded a State of California Department of Water Resources Proposition 13 Grant for \$100,000 to evaluate the feasibility, cost, and benefits of making strategic water system improvements to the City’s water system. Winzler and Kelly successfully applied for the grant, which will fund the study. (Gierlich, Winzler & Kelly)
13. **Waterfront Drive Lift Station Upgrade – (\$25,000)**  
With the diversion of wastewater flows from the Hill Street Pump Station due to the construction of the Third and Y Street lift station, the existing pumps at the Waterfront Drive lift station are undersized for handling peak wet weather flows. This project will replace the existing pumps and motors with larger pumps and motors. (Gierlich, City Crews, Winzler & Kelly)
14. **High Tank Pump Station (unknown cost at this time)**  
This project will construct a new pump station to provide a backup system to the new High Water Tank. Preliminary design has begun; construction schedule is dependent on funding availability. (Gierlich, OLA)

### **The following projects are continuing:**

1. **Martin Slough Interceptor Final Design (\$30,000,000)**  
The 10 percent design was completed in March, 2004 and the Environmental Impact Report was completed and certified by City Council in November, 2004. Approval to begin Final Engineering Design was given by EPA on June 1, 2005, with a 24-month completion schedule. (Gierlich, SHN, Brown and Caldwell)
2. **Waterfront Drive Extension Project (\$10,800,000)**  
The extension of Waterfront Drive from Del Norte Street to Hilfiker Lane is currently under environmental review. (Siemer)

### **The following projects are on hold awaiting funding:**

1. **Commercial Street Fuel Facility and Underground Storage Tank Removal (\$650,000)**  
This project consists of underground fuel tank removal and soils remediation, and construction of an above-ground fuel facility at the foot of Commercial Street. Construction schedule is dependent on securing construction funding. (Gierlich, Zoppo, SHN).
2. **Mad River Pipeline, North Arcata Section (\$2,000,000)**  
This is Phase 3 of the Mad River Pipeline Project improvements. This section will realign the pipeline around the HSU campus in Arcata. Construction schedule will depend on financing. (Gierlich, OLA)

### **Longer Term Projects:**

1. **Mad River Pipeline Phases 4-6**  
Design and construction of subsequent phases of the Mad River Pipeline project will progress as funding becomes available. (Gierlich)
2. **Sunny Ave and 14<sup>th</sup> & 'P' Embankment Repairs (\$400,000)**  
Preliminary Construction Plans were completed in October, 2003, and have been placed "on the shelf." Construction funding for the projects has not been identified. (Gierlich)
3. **Railroad Crossings (\$100,000)**  
This project would replace the at-grade railroad crossings at various locations. Construction is deferred pending State funding availability. (Siemer)
4. **North Eureka Gateway Transportation Enhancement Grant (\$1,500,000)**  
This proposal is on hold. The proposal would enhance State Route 101 from Airport Road to "V" Street as a entrance gateway boulevard street with street trees,

landscaped medians, sidewalks, street lighting and bike lanes. A prior proposal for \$800,000 from "V" Street to the Eureka Slough Bridges received strong community support. However, a major stakeholder, Keep Eureka Beautiful no longer supports the project and Caltrans will not sponsor the project without strong community support. (Siemer)

5. **Sewer Lift Station Upgrades (\$300,000)**

This continuing maintenance project will upgrade various sewer lift stations and pumping facilities on a yearly prioritized basis. The next project will focus on reconstructing the two Jacobs Avenue lift stations. (Gierlich)

**Other Department Projects and Programs:**

1. **Wastewater Facilities Plan and Program- Phase 1 (\$200,000)**

The Wastewater Facilities Plan will determine the current condition and capacity of all components of the wastewater collection, pumping, and treatment system. The result of this plan will be a long term capital improvement program, which will also identify phased expansion of the wastewater treatment plant. This is the first phase of this important program. Completion of the entire program is anticipated to be done in additional phases, and will be dependent on future years' Capital Improvement Program budgets. (Gierlich, Knight)

2. **Water Distribution System Modeling**

This project will create a working model of the City of Eureka water system. The resulting model will be utilized in analyzing and designing future improvements to the water system, especially with respect to fire flow analysis and the impact of future development.

3. **Engineering Document Database and Long Term Digital Storage program**

This project will create a computer database for all the Engineering Department files and maps. Program will include the scanning and storage of existing maps and documents into digital file format utilizing the department's new scanner.



# Development Division

Brent Siemer  
Kristen Goetz

Gary Boughton  
Laurie Shannon

Dan Moody  
Angela Martindale

## Administration

Development and review of many private and public projects:

### Private:

1. Building Permit (review for PIRs and utilities)
2. C Street Reconstruction north of 1st Street
3. Eureka Pier, #1 F St (Ash-Vellutini)
4. Hidden View 75 Apartments, 2168 Tydd St
5. Humboldt Senior Resource Center, 1925 California St
6. Humboldt Transit Authority project and alley vacation, 2205 2<sup>nd</sup> St
7. Monitoring Wells and Soil Borings (for contamination plume cleanups)
8. P Street vacation south of Sonoma Street
9. Pacific Partners, Vigo Street
10. Redwood Harley Davidson, 2500 6<sup>th</sup> Street
11. Referrals (23 City and 6 County)
12. Seaport Village, foot of C Street (Goldan)
13. Security National – Eureka Coop, the 24” sanitary sewer relocation is complete, 25 4<sup>th</sup> Street
14. South Gate Partners, Broadway at Pound Road
15. Subdivisions (Ash/Vellutini Eureka Pier, Brenman, Humboldt County Office of Education, Lundbar Hills Subdivision Unit No. 6, McKenny, Pierson Bayfront One, Pinto)
16. St. Joseph Hospital expansion

### Public:

1. Boating Instruction and Safety Center (state project)
2. Carson Mill Site Brownfield Cleanup
3. Eureka-Arcata Corridor (state project)
4. Eureka City Schools projects
5. Eureka High Gymnasium project
6. Eureka Skate Park
7. Fifth & R realignment (state project)
8. Fisherman’s Terminal (under construction)
9. Halvorsen Park lot line adjustment and land transfer (Red. Agency to City)
10. Mauer Marsh is now a City property and part of PALCO Marsh
11. PALCO Marsh (environmental document approved by Council)
12. 7<sup>th</sup> & Myrtle Avenue site closure
13. Storm damage assessment and plans for emergency work
14. Waterfront Drive Connection – Phase I (G to I) under construction
15. Waterfront Drive Connection – Phase II
16. Waterfront Drive Extension - Del Norte to Hilfiker

## **Development Assistance**

### **Review of:**

1. Agreements for Encroachments, Monitoring Wells and Subdivision Improvements, (10)
2. Building Permits, (55 permits, some with several reviews) 331 for year
3. Certificate of Subdivision Compliance Descriptions, (0)
4. City Referrals (23) 424 for year
5. Coastal Development Permits, (3) 38 for year
6. Conditional Use Permits, (0) 13 for year
7. County of Humboldt Referrals, (6) 49 for year
8. Descriptions for City Projects, (5)
9. Design Review, (8 meetings with 23 items total) 103 for year
10. Development Coordination, (0)
11. Encroachment Permits (40) including Fence Permits, and Monitoring Wells and Soils Borings within Street right-of-ways 193 for year
12. General Plan Amendments (0) 3 for year
13. Historic Preservation, (0) 2 for year
14. Indian Island Permits, (0)
15. Infrastructure Mapping and Document Archival, (0)
16. Insurance Reviews, (86, some with several reviews) 554 for year
17. Lot Line Adjustments, (4) 22 for year
18. Plan Reviews (55) 331 for year
19. Requests for Service or Complaints, (7)
20. Sewer Permits, (12) 36 for year
21. Special Permits, (2) 13 for year
22. Street and Alley Vacations, (6) 10 for year
23. Tentative and Final Parcel Maps, (2) 12 for year
24. Tentative and Final Subdivision Maps, (0) 3 for year
25. Traffic Referrals (19) 103 for year
26. Traffic Reviews (2)
27. Variances, (12) 38 for year
28. Water Permits, (16) 52 for year
29. Special Events Permits (5) 44 for year

## **Regional Transportation Projects**

1. **Eureka-Arcata Corridor Improvement Project**  
The Engineering Department continues to provide representation on the Project Development Team reviewing and responding to the impacts of the project, specifically those to businesses and residents within the City limits along the corridor. (Siemer)

## **Long Range Transportation Planning**

### **1. Greater Eureka Transportation Strategy Plan**

The City of Eureka, County and Caltrans will be working with a traffic consultant to develop a “macro” traffic model for Route 101 through Eureka to determine long-range project needs and opportunities. This project is expected to be complete by December 2006. (Siemer, Moody)

### **2. Humboldt County General Plan Update**

Engineering continues to work with County Planning and County Public Works staff to develop general traffic scenarios after the “macro” model is complete. The “micro” models will provide detailed information on intersections and guide the preparation of transportation mitigation program. This program will assess fees on new development and implement improvements to the transportation network. (Siemer, Moody)

### **3. Interim Traffic Mitigation Plan**

Humboldt County Planning is proposing implementation of a transportation fee on new development in the interim as we await the General Plan Update. Engineering will work with the County to provide input and suggestions when requested. (Siemer, Moody)

In addition to assisting citizens at the counter, and working on future projects, Staff also works on the following programs and attends the following meetings:

### **1. Capital Improvements Program**

Each year, Engineering updates the City's Five-Year Capital Improvement Program (CIP), which is used to identify needed capital improvement projects and to coordinate the financing and timing of improvements. The primary purpose of the CIP is to assist in the orderly implementation of the broad and comprehensive goals of the adopted General Plan and for the maintenance and replacement of the City's infrastructure by establishing an orderly basis to guide local officials in making sound budget decisions and by focusing attention on community goals, needs and capabilities to maximize the benefit of public expenditures. The 2006-2011 CIP has been published and will be going to Council on February 7, 2006.

### **2. City Council**

Staff attends the twice monthly Council meetings to answer questions Council may have on Engineering agenda items and to have a better understanding of Council directions and concerns for the City.

### **3. Disadvantaged Business Enterprise Program (DBE)**

In order for the City of Eureka to receive Federal Financial Assistance from the U.S. Department of Transportation (DOT), the City of Eureka is required to sign an assurance that it will comply with 49 CFR Part 26. The City of Eureka has

established a Disadvantaged Business Enterprise (DBE) Program in accordance with the regulations of the 49 CFR Part 26. Engineering updates the Program yearly to reflect proposed use of Federal monies during the next fiscal year and establish a goal for Disadvantaged Business Enterprise participation on each federal financed project. The new 2005-2006 DBE has been submitted to Caltrans for review.

4. **Design Review**

Staff attends Community Development's twice monthly meetings and provides written comments. The comments are generally preliminary notification of conditions or permit requirements from Engineering, in order to perform certain work efforts.

5. **Development Coordination Committee**

Staff attends Community Development's meetings, along with other departments and utility representatives, to coordinate applicants' projects and to set conditions.

6. **Emergency Operations**

Staff attends bi-monthly meetings to coordinate County and other agency preparedness and responses to emergency events such as earthquakes, fires, floods, etc.

7. **Humboldt County Association of Governments Technical Advisory Committee**

Staff attends monthly meetings coordinating county agency needs for transportation, pedestrian and bicycle projects.

8. **Humboldt County Liaison Committee**

Staff attends the monthly meetings to coordinate agency and utility projects. The County, cities and each utility company provide information to coordinate projects in the most efficient and costly manner. Staff has been instrumental in reinitiating these valuable monthly meetings.

9. **Insurance Reviews**

Staff reviews insurance certificates and endorsements for all Engineering contracts and for contractors/persons wishing to work in City rights-of-way under Encroachment Permits. Reviews require a technical knowledge of insurance requirements and documentation which transfers the liability of the action of others working for the City or working within our rights-of-way.

10. **Open Space, Parks and Recreation Commission**

Staff attends the once a month meeting to update the Commission on Engineering projects of their concern and to answer questions the Commission may have.

11. **Parking Place Commission**

Staff prepares the agenda and attends the monthly meeting to answer Commission questions on the agenda items, and provides clerical support to the Commission.

12. **Planning Commission**

Staff attends Planning Commission meetings to answer City Engineering questions the Commission may have on agenda items and to have a better understanding of the Commission's direction.

# GIS Division

The following projects or tasks have either been completed or are currently underway during the period of July 1, 2005 to current:

1. **CDBG Planning and Technical Assistance: Phase 2**

A scope has been created and approved for a second CDBG Planning and Technical Assistance grant. A scope of work and request for proposals will be created soon.

2. **Parcel Database Updates**

Updates to the existing City of Eureka parcel database. Changes in parcel boundaries as dictated by the county assessor's office and various other sources. Ongoing.

3. **Stormwater Infrastructure Inventory**

Development of stormwater infrastructure information to assist in NPDES permit process, minor infrastructure inventory. Underway. Approximately 90% complete.

4. **City of Eureka Sidewalk Areas**

Approximately 70 percent complete. Digital representation of outdated City of Eureka walk area map. On hold.

5. **Web GIS Application Development**

Ongoing development of GIS web applications to support various projects.

6. **Fire and Police Incident Mapping**

With the help of grant monies, the City of Eureka Street Centerline database is being revamped and rectified to create a more useful data set. (50% complete)

7. **Application Deployment**

Develop and deploy specific applications for specific departmental needs. For example, develop mapping applications with an emphasis on utility information for employees within the maintenance divisions. (Ongoing)

8. **Conduct GPS Field Surveys**

Plan, prepare, conduct and post-process GPS field surveys. Looking into potentially purchasing a survey-grade GPS unit to be used for a wider variety of applications.

9. **Conduct GPS Field Surveys**

Plan, prepare, conduct and post-process GPS field surveys. Looking into potentially purchasing a survey-grade GPS unit to be used for a wider variety of applications.  
(Ongoing)

# **Traffic/Signals Division**

The Traffic/Signals Division of the Engineering Department continues working with the State, County and private developers on various traffic studies in and around the City of Eureka. This Division has also provided assistance to the Engineering and Public Works Staff in reviewing traffic issues for various projects and in providing insight for the 2006 paving project.

Projects being worked on by this Division include:

## **1. Traffic Signals**

Maintaining operation of the 25 City owned traffic signals is a primary duty for this Division. There is generally increased maintenance activity at the traffic signals during the winter months brought about by bad weather and increased collisions. The new battery backup system has worked well in maintaining operation of the signals during power outages.

## **2. Fifth and "R" Street Improvement Project (continuing project).**

The Fifth and "R" Street project is nearing completion. The new traffic signals were turned on in mid-December and only minor items remain to be completed. This Caltrans project has involved City staff coordination and review.

## **3. Traffic Studies**

During the fourth quarter of 2005 several traffic studies have been submitted for review or for final approval. Some of the items reviewed are as follows:

- A. Eureka High Gymnasium Notice of Preparation
- B. St. Joseph Hospital Expansion
- C. Humboldt Senior Resource Center Alzheimer's Day Care
- D. Greater Eureka Area/Humboldt County Travel Demand Forecasting Model

## **4. Grant Applications**

There were no grant applications this quarter.

## **5. Parking Items**

The Parking Place Commission has been short one commissioner much of 2005. Items that have been successfully completed during this quarter include parking restrictions on Wabash Avenue near "B" Street and several new on-street handicap parking spaces.



6. **City of Eureka Web Site**

A fun project this last quarter has been working with the Engineering Department on putting together information for the new City of Eureka web site at <http://www.ci.eureka.ca.gov/>. Traffic information found within the website should be very useful to the public. This will be a continuing project as information is added and improvements are made to the web site.

7. **Other**

In addition to the above items, regular items handled during the quarter included:

- 4 Special Event Requests
- 21 Transportation Permits
- 14 Street Light Requests/Complaints
- 17 Work Orders for new signs and/or parking controls
- Traffic Signal Monitoring and Maintenance
- Project Referrals
- Traffic Signal Budget
- Accident pin map and report filing

# Property Management Division

On December 30<sup>th</sup>, Mike Zoppo retired after 5-1/2 years of excellent service as the City's Property Manager.

In addition to performing routine property management duties, which includes managing real property and administration of leases for the City of Eureka and the Eureka Redevelopment Agency, the following activities of interest occurred during the past quarter.

## 1. License Renewals and Terminations

CourseCo – We renegotiated and executed an amendment to the Golf Course lease agreement with for a 5-year term with two, 5-year extensions.

## 2. Acquisition, Sale and Transfer of Property

Acquisition of Easement - The City Council has approved an agreement to acquire an easement from Union Pacific Railroad to extend Waterfront Drive from "K" to "I" Streets. The California Public Utilities Commission has also approved a railroad crossing at "I" Street. This easement will allow the City to extend Waterfront Drive to service the Boating Instruction Safety Center currently be constructed on the bay at the foot of "J" Street.

We are currently awaiting approval from the North Coast Railroad Authority as they also have an easement over the same property.

## 3. Activities of Interest

North Coast Railroad Authority – Work on a Memorandum of Understanding with the North Coast Railroad Authority for maintenance of their right-of-way through the City of Eureka has been put on hold pending secure funding of their maintenance responsibilities.

Community Service Work Referral Program - Humboldt County's probation department places people with the City to perform community service work.

SWAP – Humboldt County's SWAP crew cleared trash on City property along Humboldt Bay at the Eureka Slough.

## 5. Work Requests Completed

None this quarter

# Memo

To: David Tyson, City Manager  
From:Carolynn Thomas, Finance Director  
Date: December 31, 2005  
Re: Finance Department Quarterly Status Report

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The following activities and accomplishments took place in the Finance Department during the months of October, November and December 2005:

**Sales Tax Revenues:** Sales tax is the largest source of revenue to the City's General Fund. Reports from Hinderliter, de Llamas and Associates (HdL) for the quarter ending June 2005 show sales tax totals at \$2,108,322, a 5.6% increase compared with the same quarter in 2004. In the same period, Humboldt County was up 2.3%, the Far North region rose 5.2%, and the state was up 9.3%.

**Investment Reports:** A quarterly investment report was provided to the City Council. As of December 31, 2005 the fair value of all investments totaled \$14,044,909 at an average yield of 5.06% and an average maturity of 1.82 years.

**New City Web Site Launched:** The highlight of this quarter has been the launching of the City's new and improved web site. This dynamic new site is located at <http://www.ci.eureka.ca.gov/>. New features on the site were developed with ease of use in mind and, first and foremost, keeping the public informed.

The City Council approved creation of the new website in January utilizing the services of Civica Software, a company specializing in website development for governmental agencies and what citizens are looking for – contacting City Hall in an easy, intuitive manner.

The City's home page features current news articles, various ways to contact the city, and resources you can access through the City. One of the most useful features is a calendar that provides times and dates for all upcoming City events. Just click on a calendar item and you are connected to information about each calendar entry. Specific calendars are also available by department, such as Fire, Recreation, and Council/Boards/Commissions. The navigation bar provides quick access to each City department, Frequently Asked Questions (FAQ), and how to contact City staff. Click on the "Guides" section whether you are a visitor, resident, or just need a map to City Hall – it's all there.

Frequently Asked Questions (FAQ) covers areas from animal control to water & sewer bills. Examples of what you can find out include how to apply for a City job, find public transportation, current election information, and all about City streets. Also, if services are provided by another agency, there are links to local, state and federal sources of information.

#### City Department Home Pages

Visit the Mayor & City Council home page to read the City's recently adopted Strategic Vision Plan, locate the City Council Ward boundaries, and biographical information on your City Council members and Mayor of Eureka.

On the City Manager's home page you can read all about each City department within the 2005 Quarterly reports, find out all about the Special Events form, how to obtain a Filming Permit, and locate a listing of all City events by date, location and sponsor.

The Building Department home page provides search capabilities for projects, permits and parcels; how to report building related problems and Building staff contact names and email addresses.

On the City Clerk Department site, look for features such as subscribing to receive meeting agendas, access to Council agendas and minutes, schedules of when City boards and commissions meet, as well as how to apply to be on a board or commission.

The Community Development page includes a department library of forms, documents and surveys; information on current projects such as Waterfront Drive; and links to such state agencies as the California Office of Historic Preservation.

Under the Engineering Department section you can find lists of projects out to bid, interactive City maps by parcel, traffic counts, and even speed limit maps.

Click on the Public Works page to find City facility and equipment operations information, how to rent city facilities, all about the City Marina with maps, rules and regulations, and all about storm water and how to keep it clean. Want to find recreational classes? Under the Public Works section there is a calendar of all classes and events put on by the Recreation Division of the City.

Fire Department features include fire prevention tips, fire station locations, many fire related statistics, and links to other agencies such as FEMA and the Red Cross.

Go to the Finance Department to find the City's budget for all departments, a fee schedule for each city department, how to sign up for water service including paying your bill directly from your checking account, and the form to receive reduced sewer rates for Senior Citizens.

On the Personnel Department site you can easily apply for a City job, find all job descriptions and salary schedules, as well as job interest card forms.

The Police Department features their “mail in” report forms, crime statistics, crime related news articles, along with links to many public safety sites. Frequently Asked Questions range from how to pay a parking ticket to all about your neighborhood watch organization.

The Redevelopment Agency provides many useful resources for current and potential business owners on their home page, how to contact Redevelopment staff, a gallery of redevelopment projects, along with how to access loans, grants and housing programs.

#### Site Under Construction

Just like any web site, the City’s site is still “under construction” and will continue to evolve with additional helpful features and updated information.

#### Don’t Have Access to the Internet?

Anyone who does not have internet access can visit the City’s new web site by visiting the “public access computer” located in the Information Center on the third floor of City Hall during regular business hours. The Information Center also contains a variety of handouts from the Building, Engineering, Community Development and Public Works Departments. Handouts vary from permit applications, “how to” flyers, construction details, fence requirements, and information on City facilities and programs.

#### Have Comments and Suggestions?

The Mayor, City Council and Staff welcome your comments and suggestions for improvements to the new website. Just complete a “Citizen Comment Form” and send it to the City via our home page.

**Annual Financial Reports Completed:** The annual report titled “The Statement of Indebtedness” regarding the Eureka Redevelopment Agency was filed in a timely manner with Humboldt County. This report is mandated and will assure that Redevelopment Property Tax Increment revenue continues to fund the redevelopment activities of the City.

**Annual State Controller Financial Reports Completed:** Annual reports to the Office of the State Controller were completed and submitted during the quarter. Separate reports are filed for the city as a whole, Eureka Redevelopment Agency, Transit System, Financing Authority, and Gas Tax Street Expenditures

**Budget Award Certifications:** The City submitted its FY 2005-06 budget document for awards from two prestigious financial organizations. Notification has been received from the Government Finance Officers Association (GFOA) that our budget

document meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

**Public Safety Donations:** The City's water/sewer bills were modified to indicate that each customer has the opportunity to add an amount to their monthly payments as a donation to City public safety purposes. One time donations are welcome as well as a monthly "pledge" amount that can be added to your water/sewer bill. Contact Finance Department staff to learn all about the monthly pledge process.

**Annual Submittal for State Transit Assistance Funds:** An annual claim was submitted to the Humboldt County Association of Governments for transit funding in the amount of \$22,316 for State Transit Assistance Funds. These funds will be used for bus supplies and restoration of the main Eureka Transit System bus shelter at 3<sup>rd</sup> and H Streets. This bus shelter has been badly vandalized and is an Old Town "eye-sore". Vandal resistant bus shelter panes will be purchased with these grant funds.

**Redevelopment Bond Surety Policy Purchased:** To provide the availability of 2003 EPFA bond proceeds, the City Council acting as the Redevelopment Agency approved the purchase of a Surety Bond Insurance Policy that will take the place of \$1.5 million now held in reserves by our bond trustee. These funds were held in reserve to assure that adequate funds would be available to make all debt service payments. The Surety policy is put into place of the bond proceeds funds so that this money can be utilized for current Redevelopment projects.

**Annual Business License Renewals:** Over 2,000 business license renewals were mailed out at the end of December. Annual revenues from business license fees total \$220,000 which is a significant portion of the City's General Fund revenues. Business owners have a thirty day period in which to pay their fees each year.

## Quarterly Report: October - December 2005



Rope Rescue Training  
Drill Facility, Foot of Hilfiker  
December 5th



High Tides, December 30th



Wind Storm Damage , December 31st

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## MEMORANDUM



To: David Tyson, City Manager  
From: Eric Smith, Fire Chief  
Date: January 15, 2006  
Re: QUARTERLY REPORT- 4TH 2005

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The fourth quarter of 2005 found our department busy as usual. Efforts continued towards a number of ongoing projects and plans that, at times, seemed overwhelming to all. As you will see upon review of Chief Bennett and Yarnall's attached quarterly reports, both the Prevention and Suppression Divisions continued to deal with their respective missions.

Unfortunately, we did experience one large fire during the fourth quarter, a devastating fire at the #1 F Street development. I commend our forces for the effort and dedication they put forth protecting the remainder of Old Town. Had this event happened earlier in a dry period, it is our belief that we would have had multiple buildings on several blocks ablaze, and would have had a difficult, if not impossible task of controlling them. I would like to especially thank Chris Emmons, Bill Gillespie, Jeff Nicklas, and Chief Rick Bennett for the countless hours they spent trying to identify the cause and origin of this blaze. Frustratingly, to date we have made limited progress in determining who set the blaze, but will continue to work with EPD and the property owners.

Your Administrative Division continued its proactive efforts to stay ahead of the department, but unfortunately, we had to deal with a large number of reactive issues that took a toll on the department as a whole. Reactive issues that arose included employee negotiations, rumor of a number of mid-level employee separations, infrastructure failures/needs, and just trying to survive on a very tight budget. It appears that 2006 is going to be a very difficult year for EFD, probably the most challenging that I will have experienced in my 20 years here at EFD.

The fourth quarter was not all bad however, many positive accomplishments were realized. The promotion of Kevin Voorhess was a special event for our department. Kevin successfully completed the difficult task of passing our Fire Engineer exam and was promoted to his new assignment. Good Job Kevin! We also saw progress in the areas of apparatus. As Chief Yarnall's explains, we are due to receive a new engine from the State Office of Emergency Services. This program loans engines to departments and all they ask in return is that we send it out staffed appropriately when a large event requires a number of fire engines. Many times these are the larger fires that we see on TV or in the paper. On average, we respond to such requests for assistance about once a year, thus it is a good way to get a dependable engine at little cost to the city. Other accomplishments include our "FireBlast" Live-Fire trainer program. During the fourth quarter we were able to deliver live-fire training to our firefighters as well as firefighters throughout the region.



We continue our efforts towards the delivery of Homeland Security Grant-funded training to our employees. We have been previously advised that we had received \$40,000 towards a Rescue Systems 1 class. The course is designed to give first responders basic Urban Search and Rescue awareness and basic rope and hand tools skills. As we live in a seismically active region, such training is critical to the success and safety of first responders and the community they protect. This funding should facilitate training of approximately 1/2 of EFD and HFD#1' staff(s) and we plan on asking for similar funding from the 2006 Homeland Security Grant process to complete this project. I envision the first course being held later this spring.

Much of our training time this quarter was focused specifically towards the safety of our personnel. We focused on firefighter safety via our new Mayday and Tactical radio channel procedures and their successful use on the fire ground. One has only to ask themselves "*who rescues the rescuer*" to see how important it is to have rescue procedures and well trained personnel. While it has taken us some time to work the bugs out, we will be much better prepared should such an unfortunate event occur. As usual, we have worked in partnership with HFD #1 as operationally, we are one.

Efforts continued towards the improvement of our facilities, specifically Fire Station 3 located at Henderson and Ocean streets. This facility, like its sister station located at Myrtle and Cousins Street, is close to 50 years old. The buildings no longer support the apparatus and personnel of today's fire service. They are undersized, have rotted out plumbing/gas lines, failing radio notification and intercom systems, and just need to be replaced. In an effort to assist us with a temporary fix, the City Manager budgeted \$25,000 for minor living space improvements. We continue to strive towards these improvements, but to date we have had limited success.

As we enter the New Year, we will continue to focus on the Standards of Coverage planning process. This process will assist the City in determining the level of fire service needed for our community both now and in the future. With this information, a long term plan can then be developed to address the fire and medical protection needs of our community. Currently, Mike Marriott, our Administrative Fire Captain II, is working with Gary Bird, Special Projects Manager at City Hall, towards the development of an RFQ document. We hope that HFD #1 will continue to participate in the process, but are planning to proceed even if they decide not to participate. We continue to meet monthly with Chief Ziemer on operational issues.

One of our most important projects that we are currently working collectively on is the improvement of our respective radio systems. For some time now, both departments have had lingering radio system weaknesses and both Chief Ziemer and I are committed towards building redundant, supporting communications systems. Completion of the High Tank Communications Building project is critical to the success of our endeavor. Radio/communication system redundancy is not only related to firefighter safety, but it also supports better fire insurance ratings, thus hopefully lowering insurance rates for our constituents. Chief Ziemer and I

are committed on working collectively towards the improvement of all operational issues, no matter where the political process goes.

I have included our annual incident report and five year summary for your review. As you will notice, our fire loss this year is the highest we have seen in the last five years. This is directly related to the First and F Street fire. We did see a slight reduction of calls for service in 2005, but it was only down a fraction from 2004. We also saw our training hours decrease in 2005. This is directly related to other workload issues including incidents, inspections, and a smaller number of new employees as experienced in previous years. It is our hope that our proposed Training Officer position will be approved in the mid-year budget review process, as we believe it will dramatically improve our training program.

Review of our medical responses and service calls reflects the aging of America. As the baby-boomer era transitions into their senior years, your first responders are experiencing an increase of calls for service or assistance. We did however, see a reduction in smoke investigations/complaints, most likely related to the elimination of burn barrels and a higher level of education and enforcement of open burning regulations.

Most importantly, we did not have a serious burn injury or fatality to a citizen or firefighter during 2005. May this trend continue indefinitely! Please remember to be safe, be smart, and most importantly, be prepared.

Respectfully,

*Eric M. Smith*

Eric M. Smith  
Fire Chief

**EUREKA FIRE DEPARTMENT  
FIRE PREVENTION BUREAU  
AND  
HAZARDOUS MATERIAL RESPONSE TEAM  
2005 Fourth Quarter Report**

TO: Eric Smith, Fire Chief  
FROM: Rick Bennett, Assistant Chief/Fire Marshal  
DATE: January 6, 2006  
PERIOD: October Through December 2005

**NARRATIVE:**

Captain II Emmons has been assigned as our Fire Prevention Officer (FPO) during the last 20 months. (The work assignments the four Captain II's is rotational among them for purposes of employee development.) We have decided to conduct the first rotation by moving Captain II Emmons from FPO and to Suppression Division overseeing logistical issues for EFD. During his tenure as our FPO, Captain II Emmons has raised the level of efficiency and quality of the position by his tireless dedication. I am confident that he will do well in his new assignment. Captain II Gillespie began his tour of duty as our new FPO January 2.

Several specific fire prevention activities took place during the fourth quarter. Many of the City schools underwent remodel during the summer. Prior to completion of the construction, we spent a significant amount of time inspecting the fire and life safety components for each school. The Presbyterian Church was also remodeled and we conducted numerous inspections and consultations involving that project. The Presbyterian Church construction committee was very concerned about fire and life safety issues and they have an excellent facility to show for their efforts. We consulted about and inspected two haunted houses in October. We conducted our first fire drill in several years at City Hall followed by hands-on fire extinguisher training for all City employees.

The Fire Prevention Bureau provides for fire watch personnel during events at the Municipal Auditorium. During the last quarter a venue continued to play music after the time allowed in their City contract. EFD and law enforcement personnel were required to order the performer to discontinue. We are working with Public Works personnel to ensure such situations do not reoccur.

Inspector Moses continues to move our R-1 (hotel, motel and apartment) inspection program to new levels of efficiency. We have updated our notice of compliance and searched our records to locate all known R-1's. Inspector Moses has also completed and documented all required annual inspections of board and care facilities in our community.

The Union Pacific Railroad contractor returned to the Balloon Track to conduct vegetation management, trash removal, and property security. We have been working with the North Coast Railroad Authority to develop a maintenance plan for their property within Eureka. We are coordinating with Humboldt County Sheriff's Office SWAP program for vegetation removal on the rail lines in Eureka. For purposes of mid-year budget review, I developed and sent a recommendation to various department heads to consider contracting full time with SWAP for a crew.

EFD worked with EPD fire and police dispatchers to develop and present joint public education programs for children about public safety issues. Fire and police dispatchers demonstrated strong interest in public education and we are working with them to provide a comprehensive approach to public safety education.

As members of the Humboldt County Fire/Arson Investigation Unit, we developed a presentation using PowerPoint and met with the Humboldt County Fire Chief's Association in October. The purpose of the presentation was to provide an understanding of how the HCFAIU can assist agencies in meeting their respective missions. We provided the same information to the Law enforcement chiefs during the third quarter. We are in the planning phase of hosting a State Fire Marshal Level 2 fire investigation class locally in April of next year.

The California code adoption process has been off cycle for a couple of years, therefore the State has decided to move forward with adoption of the International Codes as developed by the International Code Council. This will be a change from the "Uniform" codes we have used in the past. California is currently reviewing the ICC codes to see what needs to be amended to meet California standards. The State Fire Marshal leads this effort on behalf of the Building Standards Commission. Fourteen Working Groups will report to a Core Group, which will report to the SFM who will provide a final report to the BSC. I have been assigned as a Co-Chair of Working Group 9 – Mercantile Occupancies. During the fourth quarter I attended several meetings via conference calls and we have developed our first draft of recommendations for the State Fire Marshal's office to present to the Building Standards Commission.

I served as the fire department consultant for the labor negotiations between Eureka Firefighters and the City. I taught a one-day class regarding firefighter line of duty deaths and injuries at the California Training Officer's Symposium in Fresno.

#### **FPB ISSUES:**

- We will need to plan for the State to adopt a new set of codes during 2006. This will include purchase of books as well as training.
- We are working with other City departments on
  - BISC
  - Parcel 4 and PALCO Marsh
  - Sweazy Theater
  - Waterfront Development Projects
  - Lundbar Hill Subdivision

- Harley Davidson
- Sixteen Street Extension
- 1212 S Street
- Code compliance with various occupancies

#### **FIRE PREVENTION BUREAU DATA:**

##### **FPB CAPTAIN:**

	Reporting Quarter		Year to Date	
	Number	Hours	Number	Hours
Code Enforcement				
License			24	15
Complaints	2	2	3	5
Construction	1	3	5	7
Occupancy	5	5	14	13
City Facilities			15	17
Miscellaneous			2	2
TOTALS	8	10	63	59

##### **FPB FIRE INSPECTOR:**

	Reporting Quarter	Year to Date
R-1 Inspections	75	324
R-2, R-3, R-6, E-3	17	70
Commercial Inspections	0	0
Weed/Trash Abatement	10	64
Complaints	4	12
Alarm/Sprinkler Systems	4	6
Classes/Meetings Attended	3	4
TOTALS	113	480

##### **FPB REVENUE:**

	Reporting Quarter	Year to Date
Plans	1129.11	6324.80
Permits		784.14

##### **SUPPRESSION DIVISION PRE PLAN INSPECTIONS:**

	Reporting Quarter	Year To Date:
Blocks	69	349
Inspections	264	1034
Re-Inspections	74	340
R-1 Occupancies	0	40
R-1 Re-Inspections	0	7

## **HAZARDOUS MATERIAL RESPONSE TEAM:**

The Hazardous Material Response Authority met for a quarterly meeting on October 11 at EFD. A quorum was attained using conference call line with participants in Crescent City. We discussed completing signatures of all parties to the JPA, installation of a Biological Detection System at the Eureka Main Post Office, seeking equipment to upgrade from a Type II to a Type I team, and considering seeking grants to purchase a replacement vehicle.

The US Postal Service has installed a Biological Detection System (BDS) in their sorting system. We have conducted associated training for all EFD and HFD personnel including an annual refresher on mass decontamination of victims. Currently the BDS is only programmed to detect anthrax spores and we are fine-tuning our response protocols relative to a biological event at the post office.

Monthly training meetings were conducted and the training included; risk assessment, containment operations, and termination procedures.

We continue to research equipment issues relative to OES resource typing for hazardous material response teams.

**EUREKA FIRE DEPARTMENT  
FIRE SUPPRESSION DIVISION  
2005 Fourth Quarter Report**

TO: Eric Smith, Fire Chief  
FROM: Jim Yarnall, Assistant Chief/Operations  
DATE: January 16, 2006  
PERIOD: October Through December 2005

**PERSONNEL:**

The three firefighters hired in June of 2005 continue to build upon their solid foundation and are contributing in the station and on incidents. They are on track for are meeting their scheduled goals and training assignments. In December physicians recommended surgery to repair work related injuries for two firefighters. The prognosis is for complete recovery but the recovery period is approximately 8-12 weeks before the employee is released to unrestricted duty. During the recovery period, with the physician's release to light duty, these employees will complete useful tasks on a Monday through Friday non shift schedule. Added personnel are very useful for completing administrative projects that we are unable to complete during normal staffing. On the negative side, with these personnel absent from shift work our daily staffing is our minimum staffing and each additional absence from vacation, sick leave, training, etc. requires overtime to maintain minimum staffing.

As mentioned in my previous quarterly report the Suppression Division of the department is in need of a full time 40 hour/week dedicated training officer. This concept made significant progress during the last quarter and should be presented to the City Council soon. The 40 hour position training officer will provide a much higher quality of training and allow the department to better attain federal and state training mandates. Our entire training program will improve and this will result in smoother, more efficient and safer field operations. We are anticipating the training officer position to be filled from an existing Captain II with a new firefighter being hired to backfill the vacancy.

During 2006 I am anticipating the separation of several firefighters from EFD. This will be a combination of retirements and employees seeking and obtaining employment elsewhere in the fire service. Times within the fire service are changing. The workforce is becoming much more mobile and it is not uncommon for firefighters to have multiple employers during their fire service career. This is a significant change that has occurred during the last 10 years. Retention of quality employees within EFD will become more of a challenge and something we will have to address in the near future. We have examined our hiring practices to select not only the best qualified candidate but also a candidate that will wish to spend their career with EFD.

## **TRAINING:**

The department conducted outreach training sessions with our live fire simulation trailer in the Hoopa Valley and Southern Humboldt providing very valuable training to volunteer firefighters in these areas. These outreach training sessions were a requirement of the FEMA grant providing training at a high level that would not otherwise be available to these departments. The outreach training falls within our mission statement to provide leadership within our community. We have also used the fire simulator for training for EFD and HFD personnel and have almost met all the grant conditions. We anticipate meeting the remaining grant conditions in January and we will be able to close out the grant.

Fire personnel have improved the security at the Hilfiker Training site by installing barbed wire on the cyclone fence along the road to the Waste Water Treatment Plant. Approximately 30' of fence was destroyed by an unknown vehicle opposite the wildlife area parking lot. This fence was repaired by fire department personnel. With the security improvements the fire simulation trailer was moved from the Wharfinger's storage lot to Hilfiker. We continue to make small improvements to this site as funding allows. We appreciate the cooperative efforts from Public Works for removing the debris from the trailer parking site with a front end loader and operator.

## **APPARATUS / EQUIPMENT:**

Progress on the grant arena continues. During the final quarter specifications and bid packages were developed for both the 2005 FEMA and 2005 Office of Traffic Safety (OTS) grants. Bids were accepted and opened in early December with the City Council awarding the bids on December 20<sup>th</sup> and January 3<sup>rd</sup>. The FEMA grant will mitigate the health hazards of diesel exhaust within the fire stations and the OTS grant will allow EFD to upgrade its extrication equipment. It should be noted that these grants provide significant benefits to the City with 90-100% of the costs being born by other agencies.

Continued efforts towards the replacement of an EFD apparatus look promising. We are currently working to develop specifications for the replacement of one of our front line 1992 engines with the anticipated replacement in late 2006 or early 2007. We are also scheduled to receive a new Office of Emergency Services (OES) engine within the next few months. Upon delivery of a new engine, OES wishes to have EFD operate the apparatus as a front line engine for the first year of service. This process will identify any warranty issues while the apparatus is still covered under warranty. The combination of the City purchasing an engine and the delivery of a new OES engine is very favorable because it allows us to spread the replacement of engines to an appropriate replacement schedule. The City should be purchasing a new fire engine every four years. We currently are operating two 1992 engines and one 2002 engine in front line service. After this purchase we will be operating 1992, 2002 and 2006-7



engines with a new OES engine to delay the replacement of the last 1992 engine until approximately 2010. I wish to thank Bruce Young and Carolynn Thomas for their efforts on with this project.

## **FACILITIES:**

Progress continues on the radio system upgrades at the High Water tank, Station 3 and City Hall. The pieces of the puzzle are finally coming together and will provide the City with a radio system of its own that provides excellent radio coverage for the City and the surrounding outlying areas. The City has been utilizing a radio system operated by HFD located on Humboldt Hill. We believe that our new system will provide superior coverage and preliminary testing is very promising. The HFD system will likely serve as a redundant back up system.

A washer and dryer were installed at Station 3 during the quarter and installation at Headquarters is almost complete. Station 4's installation occurred earlier in the year. These installations will allow the department to eliminate or significantly reduce our current service with a laundry service and realize significant future savings. Work continues on the design on the Station 3 addition. Hopefully the plans will be completed soon and permits can be obtained to begin construction as the weather improves in the spring.

EFD employees Kent Hulbert and Tom Rathbun and The Friends of Sequoia No. 6 continue their efforts on Station 6. An alarm system was installed and two new free standing furnaces were purchased and will be installed soon. This structure suffered the effects of the wind storm on December 31<sup>st</sup> and lost portions of the roof covering resulting in significant water leaks. It is our hope that the roof will be addressed soon to prevent additional damage.

## **SIGNIFICANT INCIDENTS:**

The fourth quarter was marked with two very significant incidents that in each case could have been much greater. The first was the structure fire at First and F Streets during the early morning of October 16<sup>th</sup>. This structure was enclosed, nearing completion and represented the first of many projects along this under utilized area of the city. Unfortunately the structure was completely lost due to its heavy involvement upon arrival of fire units. The strong winds that night also played a significant part in this incident. The success story of this incident is that the rest of Old Town is still standing. With the intense fire and strong winds much of Old Town within a 2-3 block radius was covered with heavy fire brands which very fortunately did not result in additional fires.

The second incident occurred during the morning of New Year's Eve. The area had been subjected to heavy rain, high tides and a high wind warning was in effect.

However, I don't believe anybody including the local on duty NOAA meteorologists anticipated the sustained winds and gusts that occurred. Fire personnel were taxed by multiple incidents simultaneously and a recall of off duty personnel was hampered by limited access due to high water and wind damage. Again we were fortunate not to have another significant incident simultaneously.

In both of these incidents it illustrates how the fire department and the City is staffed to handle the everyday incident but how inadequate we quickly become to handle larger events. We live in an isolated area and our ability to seek additional assistance from our community neighbors is limited especially in the case of an incident such as the wind storm or earthquake which will affect the entire area. Disaster planning and education are continuing efforts which should not be ignored. As part of the education process the public should realize that governmental services will be taxed and will not be able to provide the level of service which they enjoy on a daily basis. We should all learn from these incidents and take steps to prepare ourselves and families to be better prepared for the next event.

# Humboldt County Fire Chiefs Association Incident Report Form for 2005

<b>Eureka Fire Department</b>	<b>First Quarter</b>		<b>Second Quarter</b>		<b>Third Quarter</b>		<b>Fourth Quarter</b>		<b>Total For Year</b>	
<b>Type</b>	<b>#</b>	<b>\$ Loss</b>	<b>#</b>	<b>\$ Loss</b>	<b>#</b>	<b>\$ Loss</b>	<b>#</b>	<b>\$ Loss</b>	<b>#</b>	<b>\$ Loss</b>
<b># Fires</b>									<b>190</b>	<b>\$3,455,975</b>
Structures(Resid, Comm, Mobile, Chimney)	23	\$507,300	15	\$28,750	21	\$201,600	21	\$2,648,310	80	\$3,385,960
Vehicle Fires(Auto, Truck, R.V., Trailer)	15	\$27,475	5	\$8,550	5	\$10,700	8	\$11,050	33	\$57,775
Grass/Brush/Trees(Crops, Orchards)	5	\$0	4	\$0	12	\$0	2	\$0	23	\$0
Refuse/Not Classified(Undetermined, Other)	13	\$2,160	9	\$3,150	21	\$6,800	11	\$130	54	\$12,240
<b># Explosions/ Overpressure</b>									<b>8</b>	<b>\$1,025</b>
Rupture (Steam, Gas, Air, Etc.)	1	\$0	3	\$25	3	\$1,000	0	\$0	7	\$1,025
Explosion (Vessel, Munitions, Heat/Burn)	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
Not Classified (Unable to classified)	0	\$0	0	\$0	1	\$0	0	\$0	1	\$0
<b># Rescue/Emergency Medical</b>									<b>1952</b>	<b>\$0</b>
Medical (Assist, Call, Treatment)	459	\$0	517	\$0	461	\$0	509	\$0	1946	\$0
Rescue/Extrication	0	\$0	1	\$0	3	\$0	2	\$0	6	
Unable to Classify/Not Classified	0	\$0	0	\$0	0	\$0	0	\$0	0	
<b># Hazardous Condition/Standby</b>									<b>164</b>	<b>0</b>
Hazardous Condition(Flammable/Toxic)	16	\$0	13	\$0	10	\$0	19	\$0	58	
Faulty Equipment (Electrical, Gas, Oil)	12	\$0	8	\$0	16	\$0	34	\$0	70	\$0
Vehicle Accident (Spill, Leak)	1	\$0	1	\$0	3	\$0	3	\$0	8	
Explosives (Found Explosives, Bomb)	1	\$0	0	\$0	0	\$0	0	\$0	1	
Illegal Burning(Hazardous, Noxious, Illegal)	0	\$0	0	\$0	1	\$0	0	\$0	1	
Unable to Classify/Not Classified	5	\$0	5	\$0	7	\$0	9	\$0	26	
<b># Service Calls</b>									<b>299</b>	<b>0</b>
Person/Public (Person in Distress)	37	\$0	61	\$0	57	\$0	51	\$0	206	\$0
Person/Public(Water, Smoke, Animal, Other)	11	\$0	13	\$0	10	\$0	16	\$0	50	\$0
Unauthorized/Improper Burning(complaint)	5	\$0	4	\$0	6	\$0	5	\$0	20	
Cover/Move-up(Relocation of Company)	0	\$0	0	\$0	0	\$0	1	\$0	1	
Unable to Classify/Not Classified	8	\$0	3	\$0	4	\$0	7	\$0	22	
<b># Good Intent Call</b>									<b>382</b>	<b>0</b>
Incident Cleared Prior to Arrival	44	\$0	41	\$0	53	\$0	89	\$0	227	
Wrong Location	0	\$0	1	\$0	3	\$0	1	\$0	5	
Control Burn	2	\$0	3	\$0	3	\$0	5	\$0	13	
Vicinity Alarm	0	\$0	0	\$0	0	\$0	0	\$0	0	
Steam, ETC., Mistaken for Smoke	12	\$0	6	\$0	5	\$0	5	\$0	28	
Hazmat Investigation, Not Founded	3	\$0	3	\$0	3	\$0	1	\$0	10	
Unable to Classify/Not Classified	39	\$0	14	\$0	18	\$0	28	\$0	99	
<b># False Alarm</b>									<b>158</b>	<b>0</b>
Mischievous False Alarm, Bomb Scare	3	\$0	3	\$0	2	\$0	0	\$0	8	
System Malfunction (PFAS)	4	\$0	1	\$0	1	\$0	6	\$0	12	
Unintentional	4	\$0	3	\$0	2	\$0	2	\$0	11	
Unable to Classify/Not Classified	31	\$0	28	\$0	27	\$0	41	\$0	127	
<b># Natural Disaster</b>									<b>1</b>	<b>0</b>
Earthquake, Flood, Windstorm	0	\$0	0	\$0	0	\$0	1	\$0	1	
Lightning Strike	0	\$0	0	\$0	0	\$0	0	\$0	0	
Unable to Classify/Not Classified	0	\$0	0	\$0	0	\$0	0	\$0	0	
<b># Other</b>									<b>5</b>	<b>0</b>
Citizen Compliant	2	\$0	0	\$0	0	\$0	0	\$0	2	
Not Classified (Unable to classified)	1	\$0	0	\$0	1	\$0	1	\$0	3	
Mutual Aid (Given)	0		0						0	
Mutual Aid (Received)	0		0						0	
<b>Totals</b>	<b>757</b>	<b>\$536,935</b>	<b>765</b>	<b>\$40,475</b>	<b>759</b>	<b>\$220,100</b>	<b>878</b>	<b>\$2,659,490</b>	<b>3159</b>	<b>\$3,457,000</b>
<b># Miscellaneous</b>										
Training Hours		2074		2369		1771		1755		8264
Civilian Injuries or Deaths		1		1		1		1		4
Firefighter Injuries or Deaths		1		0		1		2		4

EFD 5 Year Comparison  
2001 - 2005

<b>Fires</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>
<b>Structures(Resid, Comm, Mobile, Chimney)</b>	93	89	92	83	80
<b>Vehicle Fires (Auto, Truck, R.V., Trailer)</b>	28	41	45	35	33
<b>Grass/Brush/Trees (Crops, Orchards)</b>	37	50	40	62	23
<b>Refuse/Not Classified(Undetermined, Other)</b>	78	52	45	62	54
<b>Explosion/Overpressure</b>					
<b>Rupture (Steam, Gas, Air, Etc.)</b>	0	2	0	3	7
<b>Explosion (Vessel, Munitions, Heat/Burn)</b>	13	4	4	1	0
<b>Not Classified (Unable to classified)</b>	2	6	7	3	1
<b>Rescue/ Emergency Medical</b>					
<b>Medical (Assist, Call, Treatment)</b>	1771	1779	1931	1992	1946
<b>Rescue/Extrication</b>	19	15	12	10	6
<b>Unable to Classify/Not Classified</b>	56	41	1	1	0
<b>Hazardous Condition/Standby</b>					
<b>Hazardous Condition (Flammable/Toxic)</b>	19	32	44	52	58
<b>Faulty Equipment (Electrical, Gas, Oil)</b>	13	33	43	54	70
<b>Vehicle Accident (Spill, Leak)</b>	7	10	0	1	8
<b>Explosives (Found Explosives, Bomb)</b>	1	0	1	1	1
<b>Illegal Burning (Hazardous, Noxious, Illegal)</b>	1	1	0	1	1
<b>Unable to Classify/Not Classified</b>	16	23	24	15	26
<b>Service Calls</b>					
<b>Person/Public (Person in Distress)</b>	173	138	272	216	206
<b>Person/Public(Water, Smoke, Animal, Other)</b>	200	167	58	37	50
<b>Unauthorized/Improper Burning (complaint)</b>	43	43	55	53	20
<b>Cover/Move-up(Relocation of Company)</b>	10	3	4	3	1
<b>Unable to Classify/Not Classified</b>	25	33	28	28	22
<b>Good Intent Call</b>					
<b>Incident Cleared Prior to Arrival</b>	134	158	139	154	227
<b>Wrong Location</b>	2	4	6	1	5
<b>Control Burn</b>	37	57	20	22	13
<b>Vicinity Alarm</b>	4	4	0	0	0
<b>Steam, ETC., Mistaken for Smoke</b>	25	27	39	31	28
<b>Hazmat Investigation, Not Founded</b>	38	23	18	8	10
<b>Unable to Classify/Not Classified</b>	58	73	118	99	99
<b>False Alarm</b>					
<b>Mischievous False Alarm, Bomb Scare</b>	18	13	10	11	8
<b>System Malfunction (PFAS)</b>	75	80	43	20	12
<b>Unintentional</b>	65	67	36	26	11
<b>Unable to Classify/Not Classified</b>	18	47	89	134	127
<b>Natural Disaster</b>					
<b>Earthquake, Flood, Windstorm</b>	0	1	0	0	1
<b>Lightning Strike</b>	0	0	0	0	0
<b>Unable to Classify/Not Classified</b>	2	3	0	0	0
<b>Other</b>					
<b>Citizen Compliant</b>	0	1	0	1	2
<b>Not Classified (Unable to classified)</b>	0	0	0	1	3
<b>Mutual Aid (Given)</b>	10	6	2	0	0
<b>Mutual Aid (Received)</b>	5	4	0	0	0
<b>Annual Total</b>	3096	3130	3226	3221	3159
<b>Annual Dollar Loss</b>	\$387,780	\$552,636	\$2,620,525	\$1,490,771	\$3,457,000
<b>Training Hours</b>	9071	8708	9579	8421	8264
<b>Civilian Injuries or Deaths</b>	10	4	3	5	4
<b>Firefighter Injuries or Deaths</b>	2	0	5	2	4



## EUREKA POLICE DEPARTMENT MEMORANDUM

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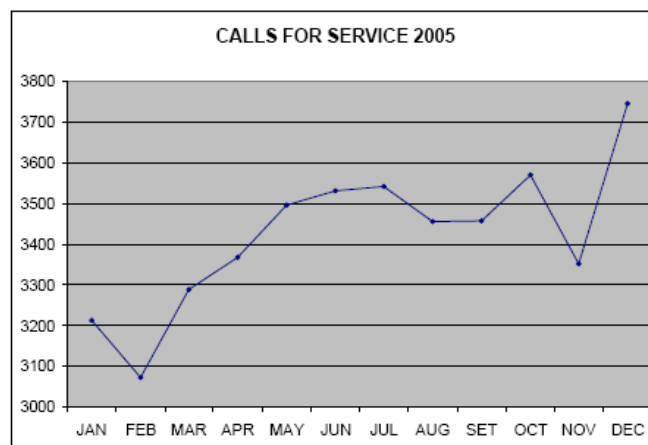
**To:** David W. Tyson, City Manager  
**From:** David A. Douglas, Chief of Police  
**Date:** January 19, 2006  
**Subject:** Quarterly Report – October through December 2005

We hope both Council Members and the Community who read the quarterly reports find this a comprehensive and meaningful summary of the services and activities being performed by your Police Department. As always, we invite feedback from you and look forward to any comments regarding the information we present. The Eureka Police Department Annual Report, summarizing the events of the busiest year in the Department's history, will be released to you in March.

### **WHAT AREAS SHOULD BE OF MOST CONCERN:**

#### **1. Called for Services (CFS):**

See our CFS map (January - December) at end of report and CFS information below. Service requests from our citizens is an area we have no control over. We continue attempts to target problems and encourage our citizens to assist in reporting crimes. This increases the time spent on handling individual calls for service. Our total workload increases as a result. Increased workload leaves less time for proactive activities (officer initiated activity, OIA) and increases mandatory overtime to handle the workload. Called for service now regularly exceeds Officer initiated activity.



This Quarter was unique due to 3,745 CFS in December. CFS in one month had never exceeded 3,600 until this month. The year-end CFS total of 41,085 is the first time in Department history that annual CFS exceeded 40,000.

The International City County Management Association (ICMA) publication “Local Government Police Management” (2003) suggests patrol staffing should be structured so that no more than 25% of day-shift officers’ time is committed to handling calls for service.” Even if we allocate ONLY the time spent from dispatch to initial clearance without allowing time for report writing or immediate investigation of leads, our officers committed time is well in excess of 40% and is increasing.

**From 1999 to date service requests have increased an average of over 1,000 CFS per month while sworn officer, uniformed support and non-uniformed support staff levels have all decreased.**

Person and property crimes are shown. Total crime reports written are a much higher number as the “Other Crime” category typically reflects 55-60 percent of crime reports. During this quarter arrests are up from last year. Please refer to the activity charts.

Activity reports showing calls for service and selected crime reports taken in the City are also attached. Call volume in the west side neighborhoods and the 101 corridor areas continue to require the most concentrated police officer allocations. (See CFS Map at the end of this document)

## **2. Assaults and Robbery**

We are continuing to see high levels in some aspects of crimes against persons. People assaulting other people is not acceptable and any increase is cause for concern. Arrests are occurring. These crimes will continue to be worked very aggressively. This quarter robbery activity, with arrests occurring, received the most public notice in this category.

## **3. Vehicle Crime**

A significant amount of the reported property crime in Eureka each year involves theft of or from vehicles. This issue is discussed in virtually all of the many public presentations or radio shows we do. Our citizens can do a lot to help themselves and us in this area. The volume of burglary vehicle, grand/petty theft and stolen vehicles continue to reflect this trend. The holiday season is a time of increased vehicle crime. Stolen vehicles continued to be a major issue this quarter.

## **4. Property Crime**

Mail out reports, of which only 34% were not returned, lowered the official property crimes numbers. According to the Bureau of Criminal Statistics reports submitted to the Department of Justice, the following shows the type of property reported stolen and subsequently recovered by EPD:

October 2005		
Type of Property	<u>Stolen</u>	<u>Recovered</u>
Currency, notes, etc.	\$8,004	\$-0-
Jewelry and precious metals	4,997	222
Clothing and furs	3,263	1,035
Locally stolen motor vehicles	169,251	130,926
Office equipment	5,709	150
Televisions, radios, stereos, etc.	5,649	215
Firearms	1,100	-0-
Household goods	260	20
Consumable goods	1,193	235
Livestock	0	0
Miscellaneous	39,745	1,461
Total	<u>\$239,171</u>	<u>\$134,264</u>

November 2005		
Type of Property	<u>Stolen</u>	<u>Recovered</u>
Currency, notes, etc.	\$7,566	\$88
Jewelry and precious metals	5,761	762
Clothing and furs	4,510	833
Locally stolen motor vehicles	203,145	127,346
Office equipment	3,930	370
Televisions, radios, stereos, etc.	7,248	21
Firearms	1,824	1,950
Household goods	726	85
Consumable goods	1,096	135
Livestock	0	0
Miscellaneous	28,364	3,434
Total	<u>\$264,170</u>	<u>\$135,024</u>

December 2005		
Type of Property	<u>Stolen</u>	<u>Recovered</u>
Currency, notes, etc.	\$84,690	\$1,950
Jewelry and precious metals	2,166	615
Clothing and furs	5,399	1,122
Locally stolen motor vehicles	277,185	280,736
Office equipment	11,673	-0-
Televisions, radios, stereos, etc.	10,225	240
Firearms	750	-0-
Household goods	745	-0-
Consumable goods	2,883	67
Livestock	0	0
Miscellaneous	25,763	1,629
Total	<u>\$421,479</u>	<u>\$286,359</u>

4<sup>th</sup> Quarter Grand Totals

	<b><i>Stolen</i></b>	<u>Recovered</u>
Grand Total	\$924,820	\$555,647

**COMMUNITY RESPONSE SECTION:**

For the second consecutive quarter eight neighborhood watch meetings were held. And again, most of the meetings were conducted in the west side of Eureka.

During this quarter a check with our computer indicate that the section responded to 127 Police Oriented Problems.

During the entire fourth quarter we dealt with a problem house at 1212 S Street. The occupant had been stealing water from the city for several years, was not paying rent and had a back yard full of trash such as 6 vehicles, four motorcycles, two campers a trailer and several abandoned appliances. He refused to answer the door. We obtained a warrant for his arrest and placed him in custody. The house has now been returned to the owner and efforts are being made to rid the yard of the junk.

A house at 1574 Allard Avenue was also a major problem with 14 people living in tents, lean-to shelters and campers. There were also several cars, trailers and motor homes around the property on the city streets that were occupied. The owner of the property is 85-years old and lives in Oregon so it was difficult dealing with the conditions. There were also building code violations that were an

issue. The renter had not paid rent for several months even though he was collecting as much as \$350.00 per tent. This problem is almost completely resolved.

We continue to accumulate junk trailers and motor homes as fast as we have them destroyed. Three motor homes and two trailers have been seized and stored on city property on Marina Way.

Twelve other junk vehicles were towed from public and private property, which were outside the regular vehicle abatement program.

We worked several hours on four different days cleaning out camps behind the Eureka Boiler works so work crews could remove the garbage from the area.

Because of the weather and the fact that the vegetation was removed from the Balloon Tract and areas of PALCO Marsh, we only removed eleven camps from those areas. However, there was an increase in camping in other areas of the city. Fourteen camps were removed in various other areas.

The Fireside Motel continues to be a problem as eight of the rooms have been entered and people are found living there on a regular basis. Candles are usually found in the room and some were lit while the occupants are sleeping.

## **TRAFFIC**

### **OVERVIEW**

During this quarter injury traffic collisions have decreased **16%** from last year. Total collision reports have decreased **11%** over the last year (840 this year compared to 942. Citations for hazardous moving violations have increased **13.3%** (from 2626 to 2975 this year) and arrests for DUI have increased **3%** (from 235 to 242 this year).

### **TRAFFIC ANALYSIS SUMMARY**

	This Quarter	Year-to-date
Total collisions involving fatality	1	4
Total collisions involving injury	75	384
Total DUI collisions	14	58
Total bicycle collisions	3	25
Total pedestrian collisions	6	30
Total citations	921	2112
Enforcement index (should be 25-30)	9.4	9.4
Enforcement index is hazardous citations + DUI arrest / fatal + injury collisions.		

### **TRAFFIC SAFETY GRANT**

We held four DUI checkpoints, six warrant patrols, nine special traffic enforcements, fourteen DUI enforcements, two court stings, nineteen seatbelt enforcement patrols and eleven seatbelt patrols. The result of all this activity led to approximately 80 arrests and 40 vehicles being towed .

The Office of Traffic Safety also awarded EPD another traffic grant of over \$307,000.00. This is the largest traffic grant that has ever been awarded to the Eureka Police Department.



We also developed a billboard that has several traffic safety messages. It can now be viewed in the 2100 block of Broadway. I have received several positive comments in regards to the billboard.

#1B



Outdoor Designs ©2005  
Client: EPOA  
L# 66099A12x24 / Broadway EL S/O Hawthorne NF

The Office of Traffic Safety is very pleased with our performance and they are eager to help us to continue our quest to lower our injury collision rate and to prevent people from drinking and driving.

#### Monthly Traffic Collision Statistics

Primary Collision Factor: Unsafe Turning  
Secondary Collision Factor: Failure to Yield  
Tertiary Collision Factor: Excessive Speed  
Day of Week When Majority Occurs: Friday  
Time of Day When Majority Occurs: 12:00 to 15:59

#### Top 3 Locations Where Majority Occur:

Rank-Location-Collisions  
1 Broadway / Hawthorne Street 5  
2 Broadway / Henderson Street 5  
3 Buhne Street / S Street 4  
3 Central Avenue / Harris Street 4

## TRAINING

October through December, 2005 Training Summary

Class Title	Ending Date	Course Hours	Certified by	Student Count	Student Hours
Canine Handler Course	12/02/2005	160		2	320
Earthquake: Recovery and Mitigation	11/04/2005	40		2	80
NACA Training Academy Level I	10/21/2005	40		1	40
Nims Is - 0700	12/01/2005	3		6	18
Radar Operator	10/20/2005	24	C/R	2	48
Special Weapons and Tactics, Training	11/21/2005	7		6	42
Special Weapons and Tactics, Training	10/17/2005	6		9	54
Special Weapons and Tactics, Training	10/13/2005	6		7	42
Tactical Dispatcher Course	12/02/2005	40		2	80
Telecourse – Terrorism Intelligence Update	11/12/2005	2	POST	43	86
<b>TOTAL – 10 Courses</b>				<b>80</b>	<b>810</b>

Staffing shortages are adversely affecting the amount of mandated and necessary training we are required to provide to each officer. Not only do we have to limit how many officers are sent to training, but both the length of time away and the distance away are considerations that determine who is able to attend training. Mandated, necessary training is important in reducing liability issues that may affect the entire City.

## VOLUNTEER ACTIVITY AND OTHER DONATIONS:

Our Volunteers continue to serve the Department with enthusiasm and generosity. All the volunteers worked a total of 595.5 hours between October and December, logging over 1428 miles. The Volunteer Patrol Program, which depends on donations to operate, received \$1,250 between October and December. We have a lot of friends in the Community who very generously continue to support the services of our Volunteers and the programs they assist with.

## COMMENDATIONS RECEIVED:

- To the Eureka Volunteer Patrol from Greg Huetinck to thank them for their service over the years that allows him to be a homeowner while working at sea.
- To Officer Mike Quigley and Property Technician Terry Christensen from Jerry Hurley, thanks for assisting in the recovery of his lost wallet and mailing it to him.
- To Chief David Douglas from Johnnie Shifflett, thanks for cleaning up 1<sup>st</sup> and 2<sup>nd</sup> Streets and thanks to all Department personnel who do a mighty fine job.
- To Officers Rodrigo Reyna Sanchez, Wayne Cox, Tim Jones, Louis Altic, Rob Metaxas, Kay Howden, Kevin Lawson, Justin Winkle and EPD Dispatchers Liz Schallon and Becky Schuette from Special Agent Supervisor Ron Prose of the Humboldt County Drug Task Force to thank them for assisting with their law enforcement action focused in the west Eureka area which resulted in 10 arrests in just a few hours.
- To Officer Greg Hill from Keven Kleckner, LDCR, USCG (Ret) to thank him for supporting their mini-boot camp and representing the Department and USMC in an outstanding and professional way to the highest degree, and giving his cadets the chance of a lifetime.
- To Police Services Officer Ron Aubuchon from Kathryn Dobbs, to thank him for his immediate response to her traffic accident and being very helpful to her. He made a bad situation go more smoothly with his professional attitude.
- To Police Services Officer Ron Aubuchon from Bessie Finley, to thank him for going above and beyond his normal duties and fixing her fire alarm.
- To Officers Leah Alexander, Danny Kalis, and Greg Hill from Paul. Sanz to thank them for their response to malicious mischief occurring at his home and threatening his family.
- To Police Officer Leah Alexander from Evidence Technician Bill Walser to commend her for the effort she exhibited in examining a crime scene, obtaining excellent statements and for superb processing and collection of latent prints.

Her documentation on the back of each lift card is some of the best he has ever seen.

- To Officers Mike Quigley and Louis Altic, from Jim and Cheryl Orr, to thank them for their participation in recovering and returning some custom made bridges that were stolen from their yard.
- To Police Services Officer Cyndi Sundquist from Karen Fox Olson to thank her for her hard work in investigating the theft of her purse.
- To Police Officer Ed Wilson and Dispatcher Keziah Moss from Kay Gibbs to thank them so much for responding to her request for a welfare check of her elderly mother and getting an encouraging result.
- To the Eureka Volunteer Patrol from Marilyn and Bob Schultz to thank them for the added patrols in their area, which has resulted in end of someone dumping of old appliances at their location.
- To Officer Tim Jones, from Senator Barbara Boxer to congratulate him on his successful participation in the 2005 Western States Police and Fire Games held in Reno, and his commitment to law enforcement and public safety.
- To the Officers Todd Wilcox, Steve Watson, Chris Jenkins, Sgt. Jim Armstrong, Sgt. Bill Nova, Lt. Tony Zanotti and Dispatcher Jenifer Hanson and Communications Manager Dee Dee Wilson, from the Sequoia Park Zoo Staff, thank you for responding to the escape and subsequent recover of Bill the chimpanzee.
- To the Eureka Police Department from Tom Hannah, who came to the defense of the officers for doing a professional job during a demonstration in front of the Post Office.
- To Chief David A. Douglas and the Eureka Police Department from Captain Steve Pudinski, CHP, to thank the Department and specifically the motor officers for their response and assistance during a demonstration on November 18.
- To Officer Rodrigo Reyna Sanchez from Richard Pincsak to express his deep and sincere gratitude for his assistance during the course of a serious ongoing domestic dispute.
- To Officer Bryon Franco from Evidence Technician Bill Walser to recognize him for his assistance and exemplary work product while an Assistant Evidence Technician.
- To Sgt. O'Neill from Kyle Garrett, to thank him for the ridealong in which he learned what police work was all about.

#### **PERSONNEL APPOINTMENTS, TRANSFERS, PROMOTIONS, RESIGNATIONS, AND RETIREMENTS:**

##### Appointments:

Amber Cosetti – Police Services Officer  
Mary Sue Anderson – temporary Police Records Specialist  
Karen Fredrickson – temporary Personnel Analyst II (background investigator)  
Ashley Ipock – temporary Police Records Specialist  
Dorothy Taggart – temporary Police Records Specialist  
Adam Laird – Police Recruit  
Justin Winkle – Police Officer (successful completion of FTO Program)

##### Special Assignments:

Rodrigo Reyna Sanchez – SWAT Team Leader  
Terry Liles – SWAT team member  
Jean Chiles – from temporary Parking Enforcement Officer to temporary Police Services Officer

##### Resignations, Retirements, Separations:

Danah DeVries – Senior Communications Dispatcher  
Bill Walser – Evidence Technician  
Ron Waters – temporary Lieutenant (training coordinator)



## **BRAGGING RIGHTS!**



The Eureka Police Department team raised over \$1,000 for the 2005 CASA Kid Walk, which will be used to assist CASA in supporting advocates for abused and neglected children in Humboldt County. The team included Police Services Officer Kerensa Hislop, Sgt. Mike Hislop, Records Manager Erin McBride; Police Services Officer Jean Chiles, Administrative Services Assistant Mary Kirby and her granddaughter, Shasta Kirby.



Dispatcher Samantha Hart attended Federal Emergency Management Agency training in Emmitsburg, MD in November. This was her second FEMA training session of the year. At the second training, the focus was on earthquake preparedness. The course addressed preparedness and response in emergency situations resulting from an earthquake and put public officials and other key community leaders in a disaster simulation that allowed for structured decision-making in a realistic learning environment. Samantha previously attended a terrorism drill in Alabama. She notes that the Department is very supportive of her extra training. In an emergency, the City will find it invested well in providing this training to Samantha.



K9 Handler Bryon Franco and his K9 Jimi completed the 200 hour training for certification Police Service Dog Handler Academy in October, and K9 Handler Kay Howden and her K9 Tava also completed the extensive training in November.

**POLICE ACTIVITY: CRIMINAL**  
**DECEMBER 2005 COMPARED WITH DECEMBER 2004**

**MONTH OF DECEMBER**

	DECEMBER 2004	DECEMBER 2005	PERCENT CHANGE
CALLED FOR SERVICE	3296	3745	13.6%
OFFICER INITIATED ACTIVITY	2822	2676	-5.2%
CRIME REPORTS WRITTEN	802	868	8.2%
ARRESTS MADE	291	312	7.2%

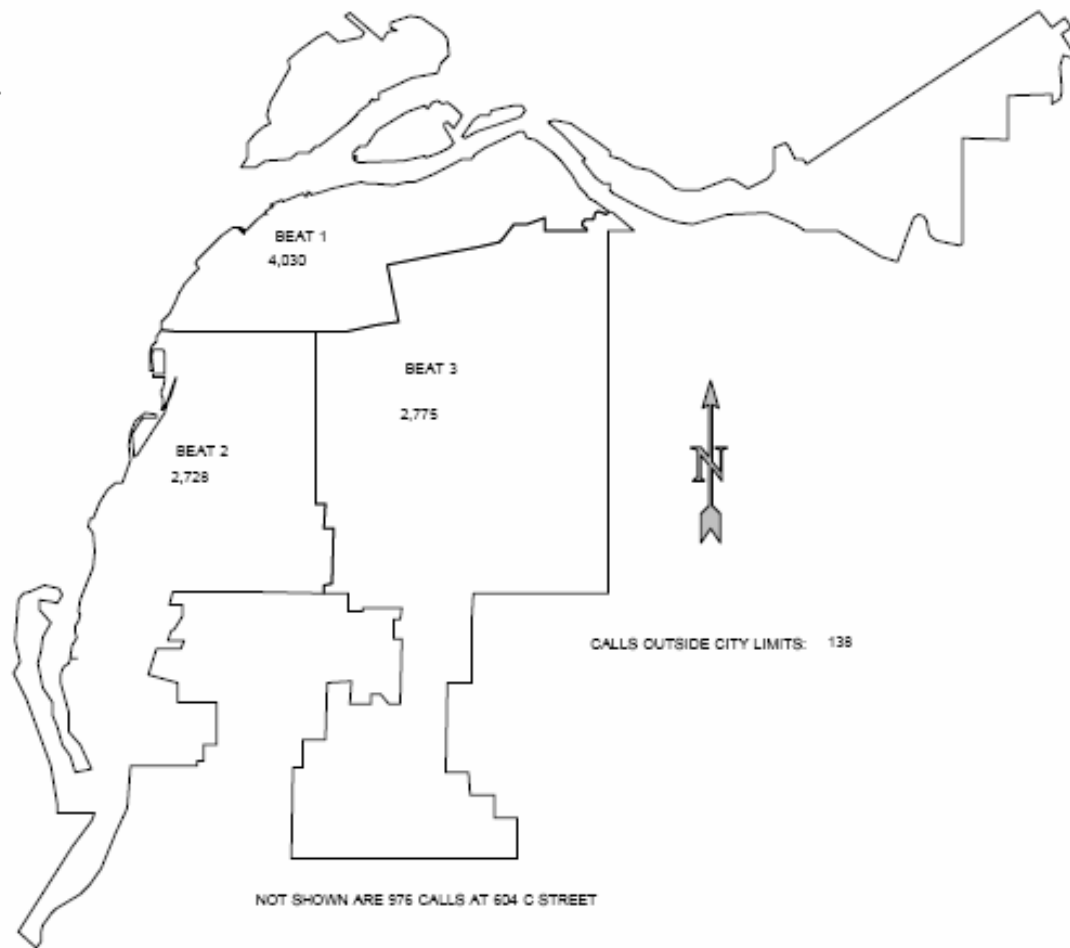
**YEAR TO DATE (JAN - DEC)**

	JAN - DEC 2004	JAN - DEC 2005	PERCENT CHANGE
CALLED FOR SERVICE	39590	41,085	3.8%
OFFICER INITIATED ACTIVITY	35280	34129	-3.3%
CRIME REPORTS WRITTEN	10782	9971	-7.5%
ARRESTS MADE	3610	3693	2.3%

Eureka Police Department Internet Connection			
Web Site: <a href="http://www.eurekapd.org">http:// www.eurekapd.org</a>			
E-Mail: <a href="mailto:webmaster@eurekapd.org">webmaster@eurekapd.org</a>			



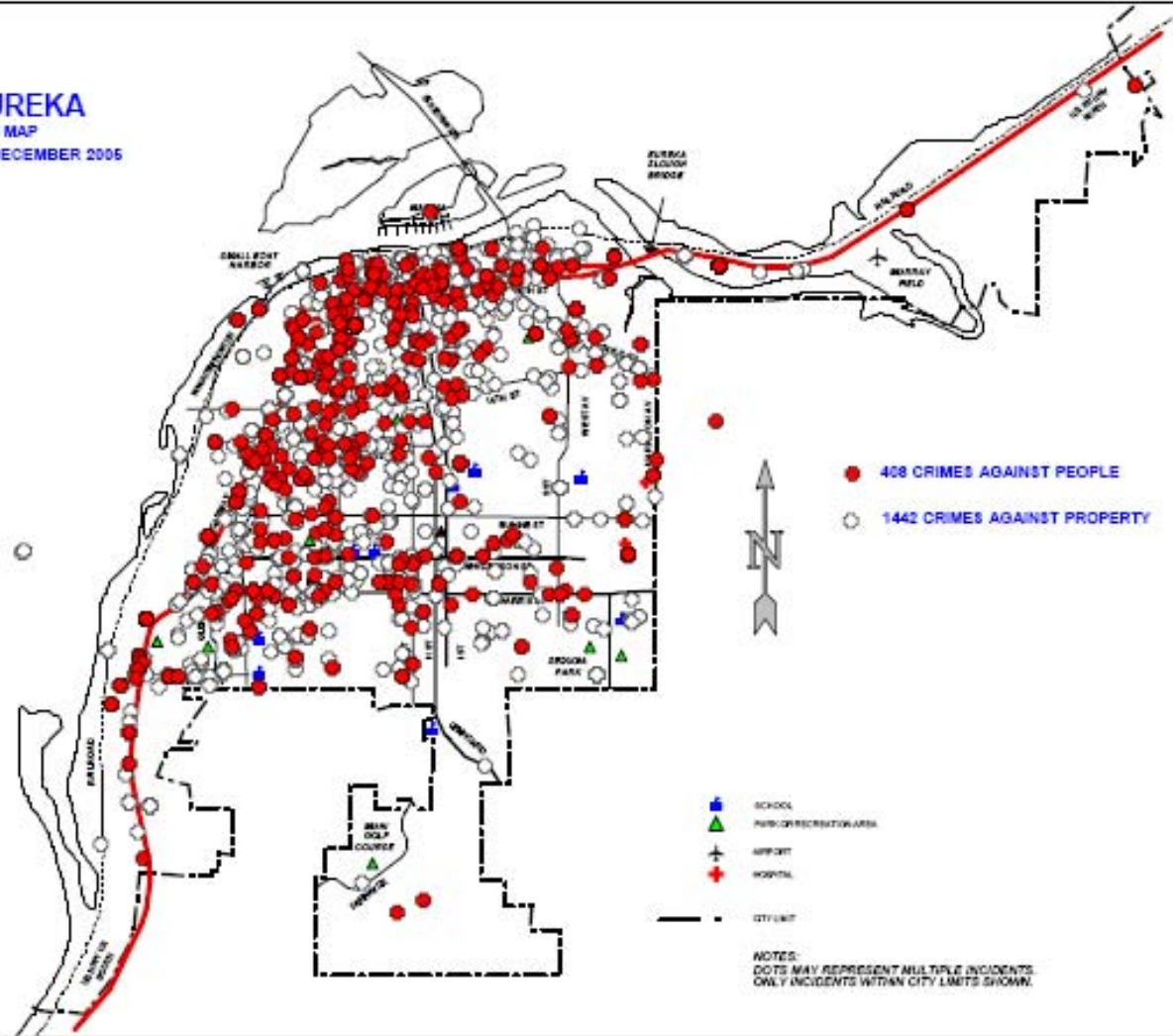
EUREKA POLICE DEPARTMENT  
CALLED FOR SERVICE BY BEAT  
OCT - DEC 2005  
(Direct from CAD extracts)







**CITY OF EUREKA**  
CRIME LOCATION MAP  
OCTOBER-NOVEMBER-DECEMBER 2006



# **EUREKA REDEVELOPMENT AGENCY**

## **STATUS REPORT**

**(9/30/05—12/31/05)**

### **ADMINISTRATION**

- ***Redevelopment Advisory Board (RAB)***—prepared agenda packets for monthly meetings.
- ***Eureka Depot/Intermodal Center***—Funding from the 2004 Appropriations Bill has been earmarked for this project. Staff has been working to identify and prioritize project tasks, get the \$242,718 project programmed with the state and make application for the funds through the regional Federal Transit Administration office for approval by September 30, 2006.
- ***Halvorsen Park***—A lot line adjustment transferring the 3.5 acre park to an adjacent City owned parcel has gone to the Planning Commission and is scheduled for discussion at the January meetings of the Finance Advisory Commission and the Redevelopment Advisory Board.
- ***Community Media Center***—Eureka City Schools has expressed interest in providing space in the current Industrial Arts Building for the Community Media Center when it is renovated, so that the technology could be made available to both students and the community. A tour of the building took place on October 4<sup>th</sup>. Meetings of key ECS staff, City staff, consultant Sue Buske and the Media Center Board of Conveners continue.

### **PRIVATE DEVELOPMENT ACTIVITY**

- ***Owner Participation Agreements (OPA)***
  - ***Eureka Inn***—Staff continues to meet with the owners of the Eureka Inn to discuss how the Redevelopment Agency might be able to assist with efforts to re-open the historic property in 2006 or 2007.
- ***Disposition and Development Agreements (DDA)***
  - ***Fisherman's Terminal Building***—Staff continues to work with J.P. & Associates to finalize the terms for the purchase of Agency property. A six month extension on the Exclusive Right to Negotiate (ERTN) was approved by Council in October 4<sup>th</sup>, the re-use appraisal on the property will be completed and a Coastal Development Permit (CDP) application submitted. The Disposition and Development Agreement (DDA) will then be started.
  - ***Eureka Pier (Fisherman's Building)***—Staff has been working to comply with public records requests and documentation for a lawsuit filed originally by the Humboldt Tax Payers League and continued by a private citizen.
  - ***First & C Street Property***—Staff has been working to comply with public records requests and documentation for a lawsuit filed originally by the Humboldt Taxpayers League and continued by a private citizen. The ERTN was discontinued at the Developer's request and another Request for Proposal is being prepared and will be distributed to potential developers.
  - ***Waterfront Commercial RFP***—Staff prepared and circulated to interested parties an RFP for the waterfront commercial site across the street from the Wharfinger Building. Two proposals were received. The Center for Environmental Economic Development (CEED) submitted a proposal for an Environmental Technology Hostel. A group including Greg Pierson and Larry DeBeni submitted a proposal to construct a Hampton Inn. The Redevelopment Advisory Board discussed the projects on

September 27, 2005, choosing the Hampton Inn project. They revisited the projects at their October meeting, again choosing the Hampton. The projects went to Council on December 6<sup>th</sup> and again on the 20<sup>th</sup> and the decision was made to enter into ERTN Agreements with both on both proposals, the Hampton at the Marina Way site and the Hostel on the Halvorsen site.

- ***Facade Improvement Program (co-administered with Eureka Main Street)***

#### **Façade Improvements – Completed**

<b><i>Eureka Central Residence</i></b>	Total Project Cost: \$136,000
333 E Street	Agency Participation: \$ 30,000

#### **Façade Improvements – In Progress**

<b><i>Eureka Theatre</i></b>	Est. Agency Participation: \$30,000
612 F Street	

<b><i>Brothers Building</i></b>	Est. Agency Participation: \$10,000
425 Snug Alley	

<b><i>Solatube</i></b>	Est. Agency Participation: \$30,000
50 W Fifth Street	

<b><i>Indian-West Emporium</i></b>	Est. Agency Participation: \$20,000
326 Second Street	

<b><i>St. Bernard's Church</i></b>	Est. Agency Participation: \$40,000
615 H Street	

<b><i>Café Waterfront</i></b>	Est. Agency Participation: \$ 7,500
102 F Street	

<b><i>EMCO, Inc.</i></b>	Est. Agency Participation: \$ 7,500
108 Fourth Street	

## **REVOLVING BUSINESS LOAN PROGRAM**

- ***Business Loan Approvals and Inquiries—Business Start-Ups & Expansions***—Staff continues to meet with businesses looking for a new location, improving their existing location or seeking a potential loan for start-up/expansion.

## **GRANT ACTIVITY/ADMINISTRATION**

- ***GIS Project***—The CDBG grant funded activities for the first phase of the City's GIS project have been completed. A final reimbursement request will be prepared in January, 2006. On September 23, 2005 we were notified that an application for \$35,000 in funding to complete the second phase of the project has been approved by HCD. As soon as contract documents arrive and are executed we can begin those activities.

- ***Wildlife Conservation Board, Headwaters & HUD Grants***—Funds from these three sources are being used to complete the Fisherman's Terminal Dock. Grant administration and reporting continues, with funds from each source being used for specific project line items.
- ***Update on North Coast Veterans Resource Center Search for a New Site to develop a Veterans Transitional Housing Facility***—The Veterans have entered into escrow for the purchase of property located at 109 and 121 Fourth Street, in Eureka. A *Notice to Seller* has been sent to the present owners, signed and returned to the City. The notice discloses the conditions under which CDBG funds may be used, including, but not limited to the purchase price, that the sale is voluntary, that a proper environmental review must be conducted under the National Environmental Policy Act (NEPA) of federal regulations, and that state and federal laws will not be triggered because the property is currently owner-occupied only. The Veterans have been advised of the conditions.
- ***Northern California Indian Development Council, Inc. (NCIDC) Retrofit and Restoration of the Carson Block Building, Old Town Historic District of Eureka.*** Work on a feasibility report being funded by a CDBG 2004/2005 Planning and Technical Assistance Grant for an ongoing project to retrofit and restore the Carson Block Building in the Old Town Historic District of Eureka is in progress. The report will include an economic impact analysis for a segment of the project—reconstruction of the Ingomar Theater and Opera Housing, formerly located in the building
- ***Humboldt Senior Resource Center (HSRC) New Alzheimer's Day Center--***Work on the CDBG 2004/2005 Planning and Technical Assistance (PTA) grant to assist the HSRC in preparing an historic report, CEQA/NEPA documents, and writing grant applications in support of their new Alzheimer's Day Center development is in progress. A historic report on the existing property site has been completed. HSRC and City staff completed the writing of a CDBG Grant application request in the amount of \$650,000 for the new center. PTA grant funds are still being used by HSRC staff to write other grant applications. The firm of Winzler & Kelly Consulting Engineers is preparing the required CEQA/NEPA documents.

In July, 2005, the City was notified of an award of \$650,000 through the State Department of Housing and Community Development (HCD), to assist the HSRC in financing the construction of the New Alzheimer's Day Center in Eureka. The City expects a standard agreement with the State to be executed by the end of January 2006. The City will have approximately 90 days from the time of execution to satisfy Special Conditions of the agreement. Staff anticipates those conditions will include the completion of the NEPA, as well as submittal of an approved Relocation/Replacement Plan (approved by City Council at a Public Hearing on December 20, 2005, and submitted on December 22, 2005). Staff has also entered into a Subrecipient Agreement between the City as Grantee and HSRC as Subrecipient, in which the HSRC agrees to carry out the eligible activities of the grant. The agreement was approved by the City Council on November 1, 2005. HSRC has selected Humboldt Water Resources (HWR) to act as project Manager for the new center, who will work closely with the City in complying with all CDBG requirements.

- ***State CDBG Public Hearing***—On December 13, 2005 City staff held a CDBG Public hearing to solicit public comment on Community Development Block Grant Fund activities.
- ***California Redevelopment Association (CRA) 2005 CRA CAL-ALHFA Affordable Housing Conference***—Staff attended the 2005 CRA CAL-ALHFA Affordable Housing Conference in Anaheim on October 26-27, 2005. The theme this year was *Affordable Housing Builds Better Communities*. Topics include "Understanding and Using Homeownership Programs in Your Community", "Building Blocks for Better Communities", "Eminent Domain and Prevailing Wage Requirements: Their Impact on Affordable Housing", and "What Impacts will New State Housing/Land Use Legislation have on Agencies?".

## EDUCATION & TRAINING

- ***California Association of Enterprise Zones (CAEZ)***—Staff attended the CAEZ annual conference in Yuba City on October 26-28, 2005. Topics discussed included marketing a Zone, vouchering regulations, gap financing for businesses using CDBG funding for a revolving loan program, and the future of Enterprise Zone program. The Eureka Enterprise Zone received a 2005 Zone Excellence Award ~ “Best Success Story of the Year-Small Tax Incentive Zone”. The project submitted was Kramer Properties/Eureka Downtown and Old Town Revitalization.

## FOREIGN TRADE ZONE

- ***FTZ Administration***—City staff continues to work toward FTZ activation with the Humboldt Bay Harbor District. Our annual Zone report was submitted to the Department of Commerce on December 30, 2005.

## ENTERPRISE ZONE PROGRAM

- ***California Enterprise Zone Board (CAEZ)***
  - **Board Member**—Attended quarterly board meeting.
- ***Eureka Enterprise Zone Activity***
  - **Business License Waivers Issued—22**
  - **Business Information Packets Distributed—7**
  - ***Employee Hiring Credit Vouchers Issued***—Staff issued 131 employee Hiring Credit Vouchers to Enterprise Zone businesses between October 1st and December 31st bringing this year’s grand total to 575. The grand total in 2005 was 508. A total of \$1,310 (Hiring Credit Application Fee is \$10 per application) was submitted to the State Housing and Community Development Department for the quarter. Businesses located in the Enterprise Zone continue to learn about the program, and take advantage of all the benefits.

## MARKETING

- ***Upstate California Economic Development Council(UCEDC)***
  - Staff attended the UCEDC annual meeting in Fort Bragg on October 5<sup>th</sup> and 6<sup>th</sup>. The annual meeting serves as our planning and goal setting session for the year. We had a facilitated organizational strategies session, talked about mill re-use projects, received a report of the year’s activities and discussed which tradeshow to attend.
- ***North Coast Small Business Development Center***—served as City representative on the North Coast Small Business Development Center Board of Directors.
- ***Eureka Main Street Board and Economic Restructuring Committee***—attended meetings as a Board member.
- ***Eureka Chamber of Commerce Business & Industry Committee***—attended monthly meetings.

## HOUSING ACTIVITY

- **Rehabilitation Loans Processed:** - No new loan applications were processed from September 30, 2005 to December 31, 2005, although eight loan applications have been to perspective applicants. Two existing loan applicants were converted from deferred to amortized loan payments.
- **Loans Pending:**
  - **Waterman; Gay; 3605 Dolbeer Street,** CDBG Program Income Deferred Payment Rehabilitation Loan, pending determination of permanent disability income. Currently over income.
  - **Futoran, Jacque; 1613 2<sup>nd</sup> Street,** CDBG Program Income Deferred Payment Rehabilitation Loan, pending complete loan application.
- **Construction in Progress Loans:**
  - **Vagle, Sam; 3304 H Street,** CDBG Program Income Deferred Payment Rehabilitation Loan. Construction is nearly 99% complete.
  - **Harvey, Ryan and Jennifer; 1406 McCullens Avenue,** CDBG Program Income Deferred Payment Rehabilitation Loan. Just had new baby and homeowner is delayed in providing bid proposal for scope of work. A loan increase has been requested.
  - **Beard, Matt; 1225 Pine Street,** CDBG Program Income Deferred Payment Rehabilitation Loan. Awaiting Lead Based Paint Final Clearance Report for project completion.
  - **Bowerman, David & Suzanne; 2335 Union Street,** LMIHF Deferred Payment Rehabilitation Loan, pending comparable contractor's bid proposal and selection of contractor.
  - **Clemens, Joy; 3449 R Street,** CDBG Program Income Deferred Payment Rehabilitation Loan. Lead Based Paint Risk Inspection Report has been received and homeowner is bidding work to be completed on own.
  - **Barbosa, Carol Sue; 811 M Street,** CDBG Program Income Deferred Payment Rehabilitation Loan. Application was approved by the Housing Advisory Board Lead Based Paint Hazard Risk Inspection is pending results and the escrow is pending construction estimates as established by Lead Based Paint Risk Assessment.
  - **Paint Up/Fix Up Program Grants:** Paint Up/Fix Up Grants are provided (one per property) for exterior repairs to an eligible property located within the city limits of Eureka. Repairs are generally exterior paint, roofs, and windows. Each homeowner must be less than moderate income to qualify. Landlords may apply if their tenants are less than moderate income. As of September 30, 2005, seventeen applicants have been approved and paid from the fiscal year 2005-6 grant, totaling \$34,747. Sixteen applicants are pending completion, and 31 homeowners have been mailed applications. The waiting list consists of approximately twenty-five. With a fiscal budget of \$110,000 from the LOCAL fund, 67% of the budget has been spent or reserved. Since the program went City wide last fiscal year, demand has been high and the budget allows approximately 44 grants per year at a maximum of \$2,500 per grant.
- **Dumpsters:** In July 2005, \$5,000.00 was budgeted from the Local fund for the City's Community Dumpster program. Every calendar year in January, City Garbage provides twenty free dumpsters to the City to clean up the community. As of December 31, 2005, the remainder of the 2005-6 free dumpsters were used, and \$1,504 was allocated on four dumpsters. As of January 1, 2006, the City has been allocated another twenty dumpsters.
- **Rehabilitation Projects Under Construction:** The City is currently monitoring six rehabilitation projects in various stages of construction.
- **Loan Program Changes:** Housing Advisory Board at their regular September 12, 2005 meeting, recommended to the City Council an increase in owner occupied single family loan limits to \$60,000 and First Time Homebuyer Program Downpayment Assistance up to a maximum of \$120,000.

- ***Eureka Municipal Code Amendment:*** The Housing Advisory Board at their regular September 12, 2005 meeting, recommended to the City Council an amendment to the Eureka Municipal Code to increase in the City Manager's signature authorization to \$120,000 for First Time Homebuyer Downpayment Assistance loans.
- ***Loan Payoffs:*** For calendar year 2005, twenty-two loans have been paid back totaling \$712,497.09.
- ***Fiscal Year 2005-6 L&MIHF First Time Homebuyer Downpayment Assistance Program (FTHB):*** North Valley Bank administered the program through June 30, 2005, and declined to continue with the rise in real estate prices making qualifying applicants difficult with the City's Downpayment Assistance at \$80,000. In September, the City increased Downpayment Assistance to \$120,000 and mailed Request for Proposals to local lenders to administer the program. As no responses were received, the Request for Proposal was modified and resent with one local lender responding. Should this lender be selected, the City is considering contracting for the remainder of fiscal year 2005-06, expiring on June 30, 2007. The 2005-06 fiscal budget has been set at \$800,000. The City anticipates spending \$480,000 on the Six Street Villas (see below).
- ***Humboldt County Schools Townhouses/Sixth Street Villas at Sixth and Myrtle Streets:*** The City, through its First Time Homebuyer program anticipates funding the placement of four low to moderate income first time homebuyers into the four townhouses constructed by the Humboldt County Schools work program. The City is anticipating final documentation and funding by the end of February. There are four units, consisting of two duplexes attached by the garage wall. Each of the four units are approximately 1100sf, 2½ bathrooms, and 3 bedroom. The City is funding \$480,000 from the 2005-6 fiscal year Low and Moderate Income Housing Fund. A new administrator for fiscal year 2005-6 is currently being solicited through the Request for Proposal process.
- ***Senior Home Repair Program:*** The City, in coordination with the Humboldt County Senior Resource Center, has developed a program to assist eligible seniors with small home repairs of up to \$300.00. The Senior Resource Center has been administering this program since 1988. For FY 2005-6, \$10,000.00 has been allocated from the City's LOCAL fund for repairs. As of December 31, 2005, \$3,423 was expended on 29 minor home repairs for seniors.
- ***HOME Program #03-HOME-0651 Owner Occupied Rehabilitation Loans:*** Redwood Community Action Agency is administering a \$600,000 HOME grant in loans to approximately 22 homeowners as authorized on June 17, 2004, to be expended by June 30, 2007. To date, five loans have closed (combined \$248,000 loan amount), one application is pending approval (\$175,000 combined loan amount), one application was withdrawn by the applicant and is now being reviewed again, and another applicant was over income for the HOME program but was funded by the City's Low to Moderate Income Housing fund.
- ***Housing Advisory Board Meetings:***
  - **Boardmembers:** Three boardmember positions remain to be filled, although John Corbett remains seated after his resignation until his position has been filled.
  - **October 10, 2005 meeting canceled due to a lack of items.**
  - **November 14, 2005 meeting. Summary of Items:**
    - **Nazefullah Komak; 137 W. Washington Street, Eureka**~HOME Loan Conversion from Deferred to Amortized Payment
    - **Robyn Bryant, 2739 A Street, Eureka**~CDBG-PI Loan Conversion From Deferred to Amortized Payment
    - **Ron & Lorna Ricetti, 3329 D Street, Eureka**~RCAA HOME Deferred Loan Application
    - ***Adoption of Replacement Housing Plan*** for 1925 California Street, future site of Humboldt Senior Resource Center New Alzheimer's Center (Tabled)

- ***Humboldt Community Development Land Trust***~Presented by Elizabeth Connors, Executive Director of Humboldt Bay Housing Development.

■ **December 12, 2005, regular meeting. Summary of items:**

- ***Request for Appropriation of \$100,000*** in LOCAL Funds for rehabilitation loans.
- ***Adoption of Replacement Housing Plan*** for 1925 California Street, future site of Humboldt Senior Resource Center New Alzheimer's Center (Tabled)
- ***Humboldt Community Development Land Trust***~Presented by Elizabeth Connors, Executive Director of Humboldt Bay Housing Development.